



Planning Commission Regular Meeting Thursday, August 13, 2026

Council Chambers
280 Madison Ave N
Bainbridge Island, WA

and

Remote Meeting on Zoom
<https://bainbridgewa.zoom.us/j/86561143070>
or Telephone: US: +1 253 215 8782
Webinar ID: 865 6114 3070

Agenda

1. Call to Order / Roll Call / Land Acknowledgement - 6:00 PM

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

2. Vote & Appointment of Chair & Vice Chair Positions - 6:05 PM

Nominations, Vote, and Appointment of Chair and Vice Chair

3. Approval of Agenda / Conflict of Interest Disclosure - 6:15 PM

4. Planning Commission Meeting Minutes - 6:20 PM

A. Minutes

5. Public Comment - 6:25 PM

Members of the public are encouraged to submit written public comment to the Planning Commission at any time by emailing pcd@bainbridgewa.gov. Members of the public who wish to provide public comment in-person at a Planning Commission meeting should sign up to speak on the sign-in sheet by the Chamber doors. The Planning Commission Chair will call the people signed up on the sign-in sheet, and speakers will have up to three minutes to speak from the podium. Please speak directly into the microphone, which is adjustable. A timer on the screen will indicate when 3 minutes (or such other time set by the Chair) has elapsed. Orderly behavior and civility in remarks is expected with no clapping or booing, and no yielding of one person's time to another person. Guidelines for public comment are provided. Remote public comment is allowed with advance notice to the Planning & Community Development Department by noon on the date of the meeting at pcd@bainbridgewa.gov, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments. Public comment is not accepted during the balance of the Planning Commission meeting, unless a public hearing or public participation meeting is on the agenda.

6. Planning Director's Report - 6:35 PM

7. Regular Business - 6:40 PM

A. Public Participation Meeting - ACME Long Subdivision

8. Good of the Order - 7:10 PM

9. Adjournment - 7:15 PM

The City of Bainbridge Island's meetings are wheelchair accessible. The City also provides auxiliary aids and services for effective communication such as assistive listening devices, closed captioning, and print materials in digital format. For other reasonable accommodations and/or modification to programs, services, or activities, please contact the ADA Coordinator at cityadmin@bainbridgewa.gov or 206-842-2545 as soon as possible, preferably at least 2 business days prior to the meeting.



Planning Commission Regular Meeting Agenda Bill
Thursday, August 13, 2026

Agenda Item: Minutes

Department: Planning Commission

Agenda Section: Planning Commission Meeting Minutes - 6:20 PM

Estimated Time: 5 Minutes Minutes

Recommendation:

I move to approve the July 23, 2026, Minutes as presented.

Narrative:

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Planning Commission Minutes 20260723 - Draft



**Planning Commission Regular Meeting
Thursday, July 23, 2026**

Meeting Minutes

1. Call to Order / Roll Call / Land Acknowledgement - 6:00 PM

Chair Sarah Blossom called the meeting to order at 6:00 pm and read the Land Acknowledgment. Present in chambers were Commissioners Sarah Blossom, Criss Garcia, Alex Preudhomme, Alexandra Costin, Ben Deines, and Sean Sullivan. Excused was Commissioner Peter Schaab. Also present were Council Liaisons Ashley Mathews and Lara Lant, Interim Planning Director Emily Terrell (via Zoom), Planning Manager Darron Buchanan, and Senior Planner Jennifer Sutton.

2. Approval of Agenda / Conflict of Interest Disclosure -

There were no conflicts disclosed.

Motion: I move to approve the agenda.

Garcia/Deines – The motion carried unanimously, 6-0.

3. Planning Commission Meeting Minutes -

Motion: I move to approve the June 25, 2026, minutes.

Preudhomme/Sullivan – The motion carried unanimously, 6-0.

4. Public Comment -

No Public Comment.

5. Planning Director's Report -

Planning Manager Darron Buchanan recognized and thanked Commissioner Sean Sullivan for his work on the commission. He introduced new Planning Commissioner, Alexandra Costin. He also gave a timeline update on the Comprehensive Plan. Commissioner Sullivan offered parting words and appreciation.

6. Regular Business -

- A. Discuss Options for Developing a New Mandatory Inclusionary Zoning Program for the Winslow Town Center Zones

Planning Manager Darron Buchanan introduced the discussion on the mandatory Inclusionary Zoning, provided a status update from City Council and what to focus on tonight.

Motion: I move to recommend a mandatory inclusionary zoning program for projects in Ferry and High School zones, with 10 or more units, with a max 3.0 FAR, 85% lot coverage, 45% foot height, and 2 tiers of affordable housing required allocations of 20%, consisting of 10% at 50-80% AMI, and 10% at 80-110% AMI, and that draft ordinance number 2026-05, Section 18.12.030, Point C, should be amended to add such a program. (1:16:31)

Garcia/Preudhomme - The motion carried unanimously, 6-0.

Motion: I move to recommend, as part of our Phase 2 post-adoption comprehensive plan work, that we study mandatory inclusionary zoning policy for the Core and Connection Districts, as well as furthering our study of the mandatory inclusionary zoning for Ferry and High School Districts. (1:20:21)

Preudhomme/Deines - The motion carried unanimously, 6-0.

Motion: I move for the Planning Commission to add to our post-adoption, to-do list, studying minimum FAR. (1:21:10)

Deines/Sullivan - The motion carried unanimously, 6-0.

Motion: I move that we consider the criteria and calculation of In-lieu-fees for mandatory and voluntary inclusionary zoning program. (1:26:16)

Garcia/Preudhomme - The motion carried 5-0-0, with Commissioner Sullivan abstaining.

7. Good of the Order -

Discussion Only.

8. Adjournment - 7:28 PM



Planning Commission Regular Meeting Agenda Bill **Thursday, August 13, 2026**

Agenda Item: Public Participation Meeting - ACME Long Subdivision

Department: Planning Commission

Agenda Section: Regular Business - 6:40 PM

Estimated Time: 30 minutes Minutes

Recommendation:

Presentation and Discussion

Narrative:

The ACME Long Subdivision is a proposed six lot subdivision in the Ericksen zoning district. The proposed project site is parcel #262502-3-147-2003 and parcel #262502-3-148-2002 located along Ericksen Avenue between Winslow Way E and Wyatt Way NE. The applicants participated in a Preapplication Conference with City Staff of December 16, 2025. A Public Participation meeting is required per the City's Public Participation Program established with Resolution No. 2021-07. Public participation meetings are a meeting of public engagement, and the applicant's opportunity to respond to questions, comments, and assessments of the proposed project. The Long Subdivision permit will require a future Planning Commission review and recommendation to the Director prior to a Public Hearing with the Hearing Examiner.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Proposed Subdivision
2. Project Narrative
3. Preapplication Conference Letter
4. ACME_PPM presentation_8-13-26

Dedication

KNOW ALL PERSONS by these presents that Jason VanDuine & Elizabeth M. VanDuine, the undersigned owners, in fee simple of the land hereby platted, hereby declares this plat and dedicates to the use of the public forever all streets, avenues, places and utility or pedestrian easements or whatever public property there is shown on the plat and the use of any and all public purposes not inconsistent with the use thereof for public purposes. The City of Bainbridge Island is also granted the right to go beyond the above described right of way where necessary to accommodate the slopes of cuts and fills in roadway construction and maintenance. Also, the right to make all necessary slopes for cuts and fills upon lots, blocks, tracts, etc. shown on this plat in the reasonable original grading of all the streets, avenues, places, etc. shown hereon. Also the right to drain all streets over and across any lot or lots where water might take a natural course after the street or streets are graded.

Jason VanDuine

Elizabeth M. VanDuine

Acknowledgment

State of Washington
County of Kitsap

I certify that I know or have satisfactory evidence that Jason & Elizabeth M. VanDuine are the persons who appeared before me, and said persons acknowledged that they signed this instrument, on oath stated that they were authorized to execute the instrument and acknowledged it to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: _____

Notary Public in and for the State of Washington
My appointment expires _____

Surveyors Certificate

I, Gavin M. Oak, registered as a land surveyor by the State of Washington, certify that this plat is based on an actual survey of the land described herein, conducted by me or under my supervision, during the period of March, 2026 through March, 2026, that the distances, courses, and angles are shown thereon correctly, and that monuments, other than those monuments approved for setting at a later date, have been set and lot corners staked on the ground as depicted on the plat.

Gavin M. Oak, PLS
Registered Land Surveyor
Certificate No. 45168

Preliminary Plat of ACME
NW 1/4 SW 1/4
Sec.26, T.25N., R.2E., W.M.
City of Bainbridge Island, Kitsap County, Washington

Approvals

Engineer

Approved by the City Engineer this _____ day of _____, 2026.

Planning and Community Development

Approved by the Director of Planning and Community Development this _____ day of _____, 2026.

_____, Director
Planning and Community Development
City of Bainbridge Island

City Council

Approved by the City Council of Bainbridge Island this _____ day of _____, 2026.

Clarence Moriwaki, Mayor
City of Bainbridge Island

Treasurer's Certificate

I, Peter J. Boissonneau, Treasurer of Kitsap County, Washington, hereby certify that all taxes on the above described property are fully paid up to and including _____.

Peter J. Boissonneau
Kitsap County Treasurer

Recording Certificate

Filed for record at the request of _____, on this _____ day of _____, 2026 recorded in Volume _____ of plats, Pages _____ records of Kitsap County, Washington.

Paul Andrews
Kitsap County Auditor

Attest: _____
Deputy



ADAM•GOLDSWORTHY•OAK
A G O LAND SURVEYING, LLC

1015 NE HOSTMARK ST. (360)779-4299
POULSBORO, WA 98370 (206)842-9598

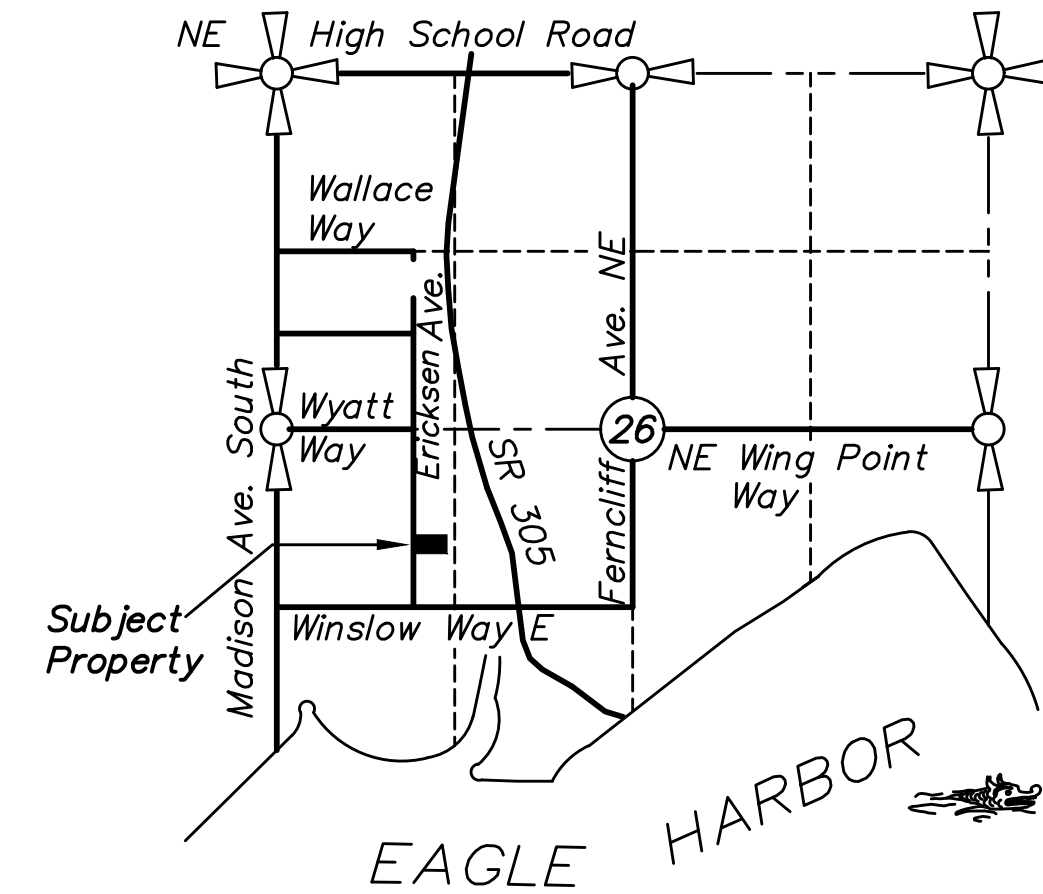
DATE 7/27/26 FIELD BOOK 1643/10-27
DRAWING 8564PP1 SHEET 1 / 6

Preliminary Plat of ACME
NW 1/4 SW 1/4
Sec.26, T.25N., R.2E., W.M.
City of Bainbridge Island, Kitsap County, Washington

Owner:	Jason & Elizabeth VanDuine 7968 Finch Road NE Bainbridge Island, WA. 98110 vanduine@amazon.com ccharlie@wenzlauarchitects.com
Site Address:	260 Ericksen Avenue NE
Current use:	Single family residential
Proposed water service:	City of Bainbridge Island
Proposed sewer service:	City of Bainbridge Island
Assessor's Account Nos.	262502-3-147-2003; 262502-3-148-2002
Zoning:	Ericksen Avenue District
Comprehensive Plan:	Ericksen Avenue District
Compliance with the fire flow requirements of BIMC 20.04 will be by on-site fire hydrant with fire flow from the City water system.	
Application File No.	

Notes

- 1) This survey was accomplished by field traverse with a three second total station.
- 2) This survey conforms to the minimum field traverse standards for land boundary surveys as listed in WAC 332-130-090.
- 3) This survey is based on the legal descriptions of record. The boundaries were not inspected for encroachments or evidence of unwritten rights under this contract except where noted.
- 4) This survey and the information thereon is for the sole use of the clients under this contract..
- 5) Refer to the survey recorded in Volume 44, Page 62 of surveys, and under Auditor's File No. 9511150065, records of Kitsap County, Washington.
- 6) This plat is subject to a Community Space Management Plan recorded under Kitsap County Auditor's File No.



VICINITY MAP
SEC.26, T.25N., R.2E., W.M.
(No scale)

Legal Description

Parcel No. 262502-3-147-2003:

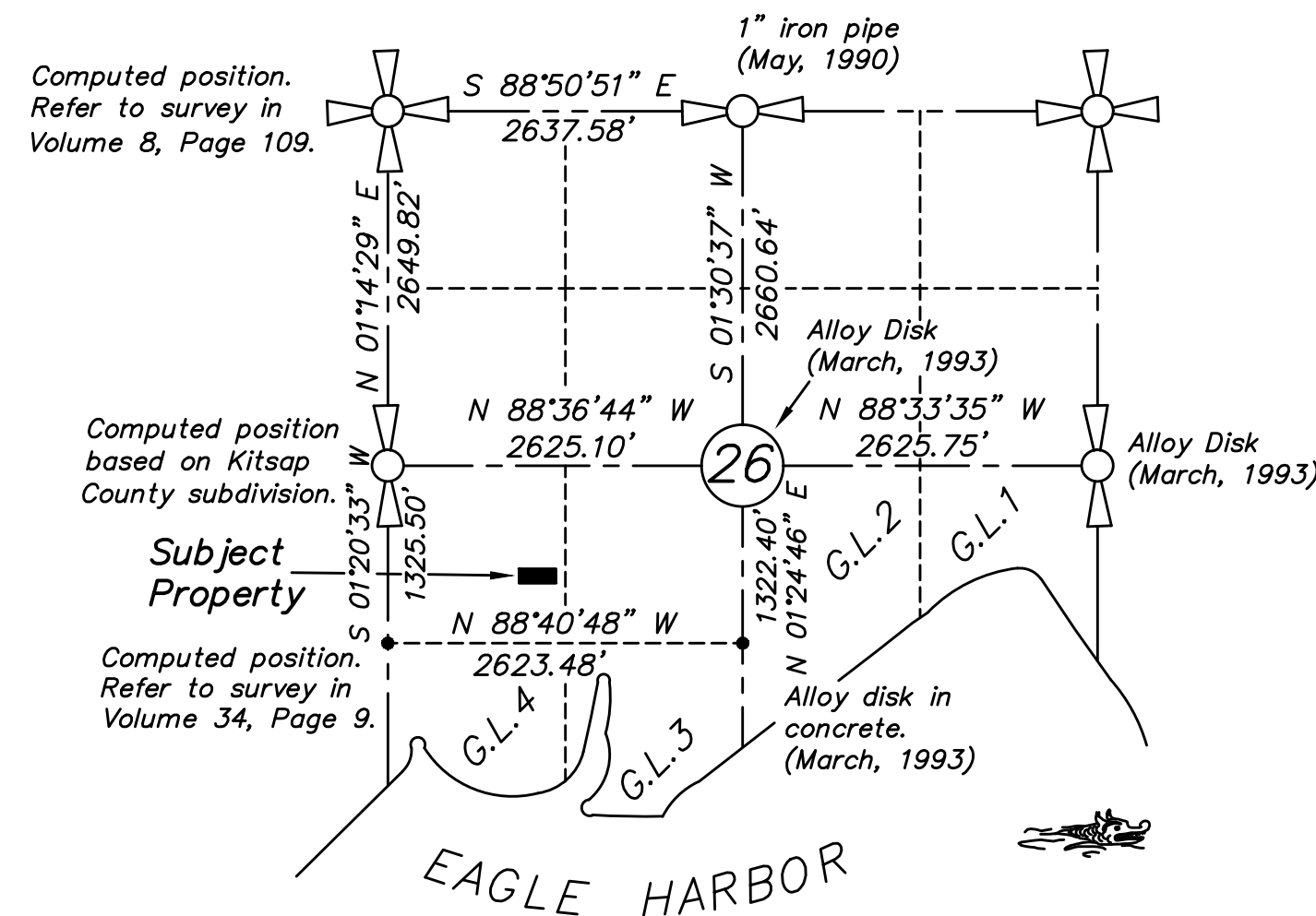
That portion of the Southwest quarter of Section 26, Township 25 North, Range 2 East, W.M., in Kitsap County, Washington, described as follows:
Beginning at a point which is 520 feet North of a post which is 999 feet East of the Southwest corner of the North half of the Southwest quarter of said Section 26; thence North 50 feet; thence East to rim of gulch 200 feet, more or less; thence Southerly along the rim or top of the gulch to a point East of the place of beginning; thence West to point of beginning.

Parcel No. 262502-3-148-2002:

That portion of the Southwest quarter of Section 26, Township 25 North, Range 2 East, W.M., in Kitsap County, Washington, described as follows:
Beginning at a point which is 470 feet North of a post which is 999 feet East of the Southwest corner of the North half of the Southwest quarter of Section 26, Township 25 North, Range 2 East, W.M., in Kitsap County, Washington; running thence North 100 feet; thence East to rim of gulch about 200 feet; thence Southerly along the rim or top of the gulch to a point East of the place of beginning; thence West to point of beginning; Except the North 50 feet thereof.

**National Flood Insurance
Program Designation**

Zone X
Flood Insurance Rate Map 53035C0244F
Effective Date: February 3, 2017



SECTION SUBDIVISION
&
INDEXING VICINITY MAP
SEC.26, T.25N., R.2E., W.M.
(No scale)



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DATE 7/27/26 FIELD BOOK 1643/10-27
DRAWING 8564PP2 SHEET 2 / 6

Preliminary Plat of ACME
NW 1/4 SW 1/4
Sec.26, T.25N., R.2E., W.M.
City of Bainbridge Island, Kitsap County, Washington

NATURAL AREA MANAGEMENT PLAN

NATURAL AREA OWNERSHIP AND MANAGEMENT ENTITY:

The natural area will be privately owned and managed by the Homeowners Association. Natural area access is restricted to the lot owners of the plat and their invited guests. The Homeowners Association shall be responsible for the maintenance of the natural area in accordance with the Natural Area Management Plan.

APPROVED USES WITHIN NATURAL AREA

(The following uses are allowed in those natural areas that are not part of a required roadside or perimeter buffer)

1. Passive recreation, including pervious trails.
2. Agricultural uses and fencing necessary for animal control in Secondary Natural Areas only.
3. Potable water wells and well houses.
4. Low-impact fencing or signs marking the natural area boundary or critical area boundary
5. On-site sewage treatment system use approved by the Director (Consistent with BIMC 17.12.050.A.9.e).
6. Storm drainage system use approved by the Director (Consistent with BIMC 17.12.050.A.9.f).
7. Playgrounds and tot lots, picnic shelters and benches, community gardens, bus shelters, community art, or fountains may be allowed within a designated natural area, provided the proposed use will not adversely affect the function or characteristics of the specific natural area.
8. Solar panels, small wind energy generators, composting bins, rainwater harvesting barrels, cisterns, and rain gardens/swales, as defined in BIMC 18.36, may be allowed within a designated natural area, provided the proposed feature will not result in the damage or removal of significant trees.
9. Planting of native vegetation.
10. Planting of non-invasive, non-native vegetation.
11. Removal of invasive vegetation.

LIMITATIONS

1. Buildings are not permitted within any natural areas (except well houses and picnic shelters).
2. Existing vegetation shall be retained and maintained except for City-approved driveways, utility corridors, and trails. No cutting or clearing or other removal of existing and/or native vegetation shall be allowed in the designated natural area in order to provide lawns, gardens, patios, decks, recreation facilities or other built features.
3. All trees within the natural area are required to be retained in perpetuity. Hazard tree removal may be allowed only with city approval and appropriate replanting provisions in BIMC 18.15.010.C. If trees required to be retained are not retained or if protection measures are not fully implemented, requirements for unauthorized removal provided in BIMC 18.15.010.C shall apply.
4. No construction activities or staging shall be permitted in the natural area. Prior to construction, temporary chain link fencing, orange construction fencing, or other construction fencing satisfactory to the Director, shall be placed around all of the natural space. Hazard trees within the natural area can and should be removed with the approval of the Director during the clearing and grading phase of construction.

NATURAL AREA MAINTENANCE PLAN

The natural area within the subdivision is a newly planted area as the site has no existing natural features. The uses within the natural area include soft surface pathways and sitting areas. The property will be held under one ownership until such time the lots/homes are sold at which time responsibility for maintenance would be transferred to the HOA.

FALL & WINTER

- Invasive removal
 - Pruning (January-February)
 - Compost/mulch (years 1-3, then as needed) in bare dirt areas to discourage weed growth
 - Major debris removal (remove fallen branches and leaves, retain mulch)
 - Irrigation as needed for native plant establishment (may be temporary)
- Planting in Fall (as needed to replace supplement original planting)

SPRING & SUMMER

- Weeding
- Irrigation as needed (check for signs of leaks)

If the natural area is not maintained consistent with this Natural Area Management Plan, the City shall have the right to provide the maintenance thereof and bill the owner for the cost of the maintenance.



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DATE 7/27/26 FIELD BOOK 1643/10-27
DRAWING 8564PP3 SHEET 3 / 6

Preliminary Plat of ACME
NW 1/4 SW 1/4
Sec.26, T.25N., R.2E., W.M.
City of Bainbridge Island, Kitsap County, Washington

Conditions of Approval

Building Setbacks

Building to homesite boundary (Net building size 1,600 sq. ft. or less): 3 feet minimum, 10 feet total ADUs do not need to meet total building to homesite boundary setback – only minimum setback; must be located within homesite.
Attached or zero lot line, or zero homesite boundary, is allowed in all districts if building is 1,600 sq. ft. or less.

Building outside homesite to exterior boundary line (Net building size 200 sq. ft. or less): 5 feet
Building outside homesite to exterior boundary line (Net building size 201 sq. ft. or more): 5 feet
Homesite to exterior plat boundary line: 0 feet
Homesite to edge of arterial and collector right of way: 10 feet
Building outside homesite to edge of arterial and collector right of way: 10 feet
Any building, other than shared garage, to subdivision access road: 10 feet

Lot Coverage

Lot Coverage: 35% of total lot area (19,771 sq. ft.) = 6,920 sq. ft.
Lot 1: 1,348 sq. ft.
Lot 2: 1,632 sq. ft.
Lot 3: 985 sq. ft.
Lot 4: 985 sq. ft.
Lot 5: 985 sq. ft.
Lot 6: 985 sq. ft.
Total: 6,920 sq. ft.



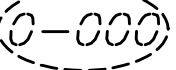
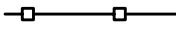
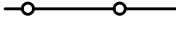
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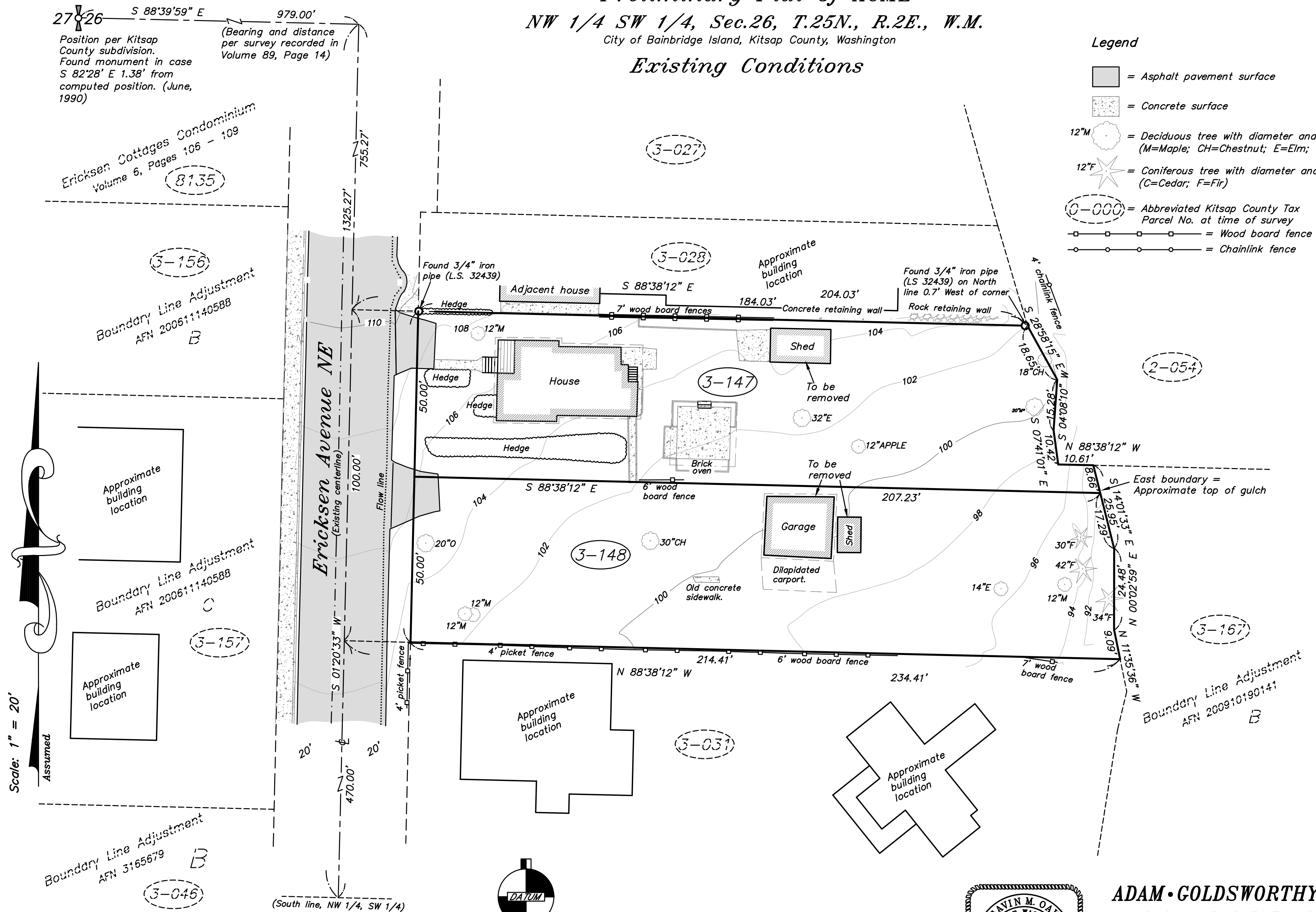
DATE 7/27/26 FIELD BOOK 1643/10-27
DRAWING 8564PP4 SHEET 4 / 6

Preliminary Plat of ACME
NW 1/4 SW 1/4, Sec.26, T.25N., R.2E., W.M.
 City of Bainbridge Island, Kitsap County, Washington

Existing Conditions

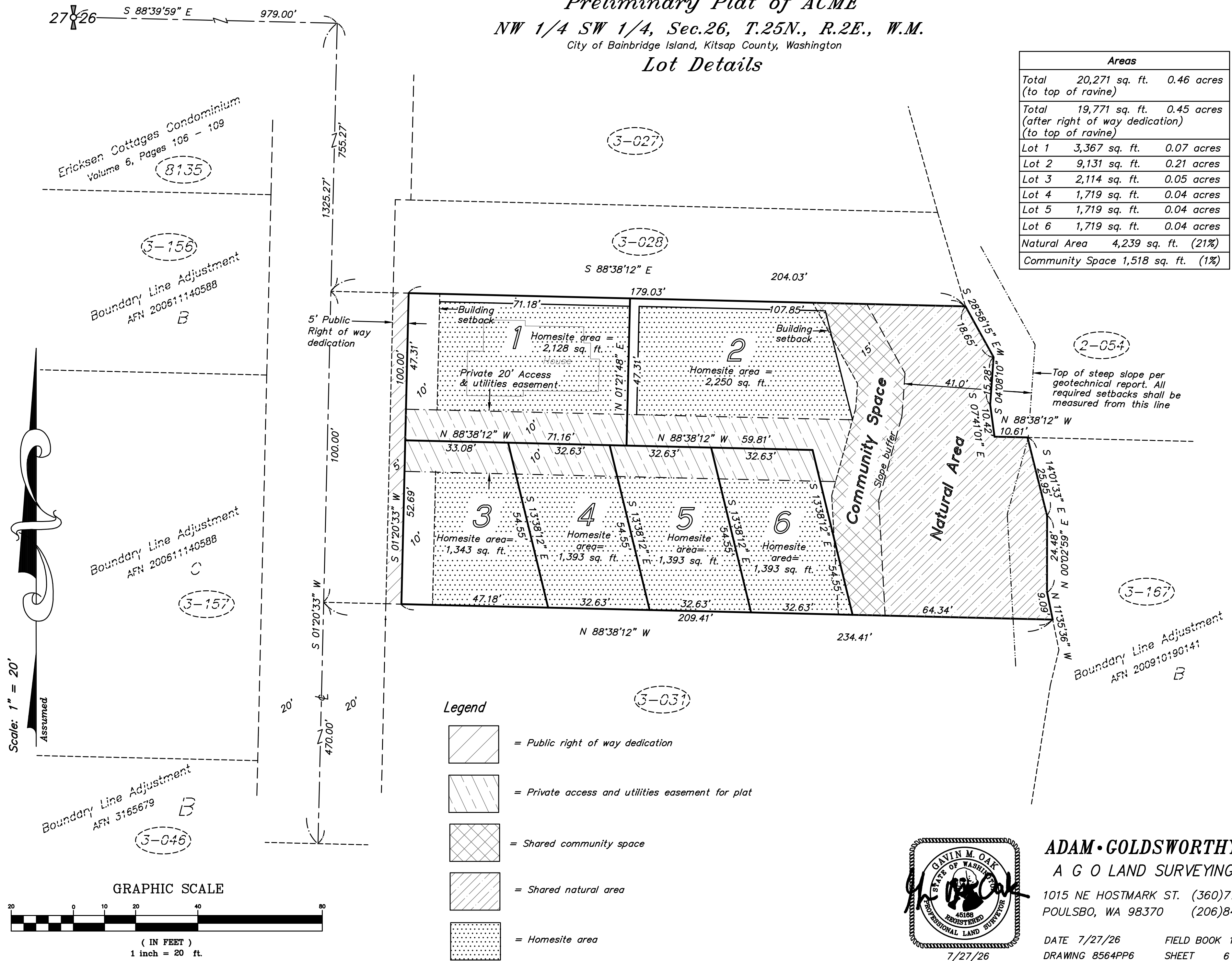
Legend

-  = Asphalt pavement surface
-  = Concrete surface
- 12"M  = Deciduous tree with diameter and type (M=Maple; CH=Chestnut; E=Elm; O=Oak)
- 12"F  = Coniferous tree with diameter and type (C=Cedar; F=Fir)
-  = Abbreviated Kitsap County Tax Parcel No. at time of survey
-  = Wood board fence
-  = Chainlink fence



Preliminary Plat of ACME
NW 1/4 SW 1/4, Sec.26, T.25N., R.2E., W.M.
 City of Bainbridge Island, Kitsap County, Washington
Lot Details

Areas		
Total	20,271 sq. ft.	0.46 acres (to top of ravine)
Total	19,771 sq. ft.	0.45 acres (after right of way dedication) (to top of ravine)
Lot 1	3,367 sq. ft.	0.07 acres
Lot 2	9,131 sq. ft.	0.21 acres
Lot 3	2,114 sq. ft.	0.05 acres
Lot 4	1,719 sq. ft.	0.04 acres
Lot 5	1,719 sq. ft.	0.04 acres
Lot 6	1,719 sq. ft.	0.04 acres
Natural Area	4,239 sq. ft.	(21%)
Community Space	1,518 sq. ft.	(1%)



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DATE 7/27/26 FIELD BOOK 1643/10-27
 DRAWING 8564PP6 SHEET 6 / 6

“ACME” LONG SUBDIVISION – PROJECT NARRATIVE

October 29, 2025

The “ACME” long subdivision is conceived as a new pedestrian-oriented community similar in spirit to Ericksen Cottages. Using the 4 step subdivision site design process, the proposed (6) homes will be clustered around a central access lane and the historic house.

PROJECT SITE: The project site is located on Ericksen Avenue between Winslow Way and Wyatt Way. The site is comprised of two lots with an existing single family house. The site has moderate slopes to SE. The rear of site is adjacent to the Winslow Ravine.

SITE ACCESS: The site currently has one point of access at the mid-point of the frontage. The existing curb cut will be retained at the mid-point of the frontage. No fire access turn-around is required since the site access is less than 150’. There is no sidewalk along the east side of Ericksen.

PROGRAM: The proposed use is to construct 5 primary residences. Unit types include 1 and 2 bedroom units. The proposed overall building area is 5,567 SF (0.3 FAR) including deduction for existing home FAR with zoning relief.

SEQUENCE AND TIMING: The project will be constructed in multiple phases. No schedule has been established. The entire property will be held under one ownership.

PARKING: Parking is distributed along the internal private access lane with individual parking spaces located next to each home. One parking space will be provided for each residence. No guest parking is offered due to adjacent on-street parking (within 500’). The project is eligible for a 50% parking reduction since it is within 0.5 mile of Ferry Terminal.

BUILDING HEIGHT: The proposed building height is 25’.

LANDSCAPE: The tree retention requirement will be met with tree retention and new tree plantings. Some trees will be removed. It is anticipated that there will be landscape mitigation within the Winslow Ravine buffer.

ZONING RELIEF: Per the Historic Preservation Program, the house (circa 1904) is eligible for listing. If the house is listed on the local register, it is eligible for zoning relief such as eliminating the FAR attributed to the house. The applicant would like to confirm the process is for listing the house.

DEVIATION REQUEST: The project will request a 20’ private access easement.

DEPARTURE REQUEST: The departure is to waive the 5’ setback from building to access lane. This is due to narrow site width and the position of the existing historic house in relationship to the proposed access easement.



December 30th, 2025 – Revised January 6th, 2026.

City of Bainbridge Island
Attn: Witney Deines

Re: Preapplication Conference Summary: ACME Subdivision PLN53143

Dear Ms. Deines,

Thank you for meeting with City staff on 12/16/2025, to discuss a proposal to subdivide the property on 260 Ericksen Ave NE into 6 lots. The summary reflects the information and level of detail provided for the conference, existing codes and standards, and generally available information about the site and environment. The site is within the Ericksen Overlay zone and the lots are each 0.22 acres (approx. 9,583 sq. ft.) for a total of 0.44 acres (approx. 19,203 sq. ft.). The Parcel Numbers are 262502-3-147-2003 and 262502-3-148-2002. The summary reflects the information and level of detail provided for the conference, existing codes and standards, and generally available information about the site and environment.

This project, as proposed, will require:

SEPA – Long Subdivisions are subject to the State Environmental Policy ACT (SEPA) review.

Long Subdivision - This procedure applies to all applications for preliminary long subdivisions. Long subdivisions involve the division or redivision of land into more than four lots. Use the links below for details on requirements for the long subdivision.

The 4-step design process is required for this subdivision. As shown during the meeting, the applicant generally shows the intent of this process and meets or exceeds the requirements.

[BIMC 2.16.125 Long Subdivisions](#)

[BIMC 17.12 - Subdivision Standards](#)

[RCW 58 - State Boundaries and Plat Standards](#)

Discussed in Meeting:

Two options were discussed for stormwater from a planning/DE perspective.

1. A pump to take the stormwater into the city's stormwater system would not require the applicant to do a wetland delineation for the Winslow Ravine since there would be no encroachment on the property to the east that has the mapped wetland.
2. Putting stormwater into the Winslow Ravine would require a wetland report and delineation for the property to the east because the drainage system would encroach on that property. An owner/agent agreement would also need to be established for that system to encroach on the property.

Departure Request

The applicant has requested a departure due to the position of historic house; applicant is requesting departure from 5' setback for access road. The home will sit 5' from the paved driveway.

The house in question is not currently registered as a historic house. Registration of the house as historic is being considered to provide zoning relief to the FAR requirements.

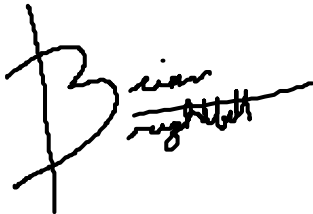
This is a Hearing Examiner Decision with recommendation from the Planning Commission and PCD Director. The project is not exempt from the State Environmental Policy Act (SEPA).

As a reminder, after approval of the planning permit (SPR), the land use permit automatically expires if the applicant fails to file for a building permit or other necessary development permit within three years of the effective date of the permit unless the applicant receives a one-year extension.

Please note that information provided at the pre-application conference and in this letter reflects existing codes and standards, currently available information about the site and environs, and the level of detail provided in the pre-application conference submittal. Comments provided pursuant to pre-application review shall not be construed to relieve the applicant of conformance with all applicable fees, codes, policies, and standards in effect at the time of complete land use permit application. The comments on this proposal do not represent or guarantee approval of any project or permit. While we have attempted to cover as many of the Planning, Engineering, Building and Fire related aspects of your proposal as possible during this preliminary review, subsequent review of your land use permit application may reveal issues not identified during the initial review. If the City's pre-application review indicates that the City intends to recommend or impose one or more conditions of permit approval, and if the applicant objects to any of said conditions, the applicant is hereby requested and advised to provide written notice to the City of which conditions the applicant objects to and the reasons for the applicant's objections.

Please contact me at bbrightbill@bainbridgewa.gov or 206.780.3767 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Brightbill". The signature is stylized with a large, looped initial "B" and a cursive-style name.

Brian Brightbill, City Planner

General Information			
Pre-Application Conference Date: December 16 th , 2025			
Project Name and Number: ACME Subdivision PLN53143			
Project Description: The applicant proposes a long subdivision from consolidated existing properties. Resultant properties include five new primary dwelling units and one addition to existing primary dwelling unit.			
Project Address: 260 Ericksen Ave NE			
Tax Parcel Number: 262502-3-147-2003 262502-3-148-2002			
Lot Size: 0.44 (approx. 19,203 sq. ft.)			
Zoning / Comprehensive Plan: Ericksen Overlay			
City Project Manager: Brian Brightbill, City Planner bbrightbill@bainbridgewa.gov			
SEPA: This project is not exempt from SEPA.			
Land Use Review Process			
Applicable Land Use Application / Review			
Review or Permit Required	Process	Recommendation/Decision	Fee \$
Preapplication Conference	BIMC 2.16.020.I	N/A	\$2,980 at time of application (paid)
Subdivision – Long Primary and Final	BIMC 17.12	Planning Commission Director Hearing Examiner	\$45,669.00
Health District Review			
* Consolidated Project Review (BIMC 2.16.170): This section is available to any applicant for a single project proposal requiring multiple land use applications who chooses to follow the consolidated project review process. A consolidated project shall follow the application and notice procedure that results in the most extensive review and decision process. The charge is the highest permit applied for plus one-third of all other permit applications.			
To Submit Land Use Application			
• Link to submit applications or meeting requests Submitting a Land Use Permit Application • Additional required plans, studies, reports, and other requirements for land use application submittal: ○ Building plans: Elevation drawings, exterior lighting plans, and include trash / recycling areas and outdoor structures / equipment, whether on the ground or on the rooftop or otherwise attached to a building, in plans. ○ SAR required			
Bainbridge Island Municipal Code Requirements			
Critical Areas BIMC 16.20			
Geological Hazard Possible Wetland Delineation/Report needed Outside shoreline jurisdiction.			

Permitted Use Table [BIMC 18.09.020](#)**Single-Family Dwelling**

“Single-family dwelling” means a structure containing one dwelling unit on one lot and having a permanent foundation and includes factory-built homes and manufactured homes.

Dimensional Standards [BIMC 18.12](#)**Dimensional Standards**

- Homesite Separation: 25ft. Max homesite separation
- Minimum Lot Area: N/A
- Base Density: Floor Area Ratio
 - Comm. - 0.3
 - Res. - 0.3
 - Mix. - 0.5
 - Max Lot Coverage: 35%
- Natural Area: 5%
- Community Space: 10%
- Homesite: 2,250sqft
- Home Size Max: 1,600sqft.
- Max Lot Coverage: N/A

Setbacks

- Homesite Boundary 1,600sqft or less: 3ft. min., 10ft. total
 - Attached or zero lot line, or zero homesite boundary, is allowed in all districts if building is 1,600 sq. ft. or less.
- Homesite Boundary 1,601sqft or more N/A
- Bld. Outside Homesite to ext. plat boundary any size: 5ft.
- Homesite to Ext. Plat Boundary: 0ft
- Homesite to arterial/collector ROW: 10ft
- Building Height: 35 ft maximum
- Rules of Measurement [BIMC 18.12.050](#)

C. Building Height. Building height is measured as the vertical distance above “grade” to the highest point of the coping of a flat roof or to the deck line of a mansard roof or to the average height of the highest gable of a pitched or hipped roof. The height of a stepped or terraced building is the maximum height of any segment of the building. The height measurement on an asymmetrical gable shall be the same as a shed roof; it shall be from grade to the midpoint of the longest segment; provided, that the asymmetrical building would not result in a taller building than a traditional symmetrical building.

Development Standards and Guidelines [BIMC 18.15](#)**Parking:**

- 2 spaces for each primary dwelling unit and 1 space for each accessory dwelling unit.
- 50% reduction of parking requirement if within 0.5 miles of ferry.

Department/Agency Comments
Public Works Department:
Engineering Manager Paul Nylund provided comment during the conference and can be reached at 206-780-3783 or pnylund@bainbridgewa.gov
Development Engineer Kenton Bruno provided comment during the conference along with the below comments and can be reached at 206.780.3779 or kbruno@bainbridgewa.gov
Bainbridge Island Fire District Comment:
Fire Marshal Jackie Purviance provided the attached comment and can be reached at 206.842.7686 or jpurviance@bifd.org
Building Official Comment:
Building Official Blake Holmes was unable to attend but can be reached at 206.780.3715 or bholmes@bainbridgewa.gov



DEPARTMENT OF PUBLIC WORKS – DEVELOPMENT ENGINEERING

MEMORANDUM

Date: December 22, 2025
To: Brian Brightbill, Planner, Planning and Comm Development (PCD)
From: Kenton Bruno, P.E., Development Engineer, Public Works
Subject: PLN52877 PRE ACME Subdivision PW-DE Comments

Background:

Following the Pre-Application conference held on December 16th, 2025, Development Engineering has completed a review of the subject project materials and submits the following comments to be included in or attached to the pre-application summary letter generated by Planning and Community Development. The review includes Low Impact Development (LID) and this memorandum may be submitted in lieu of a dedicated Site Assessment Review (SAR) Letter for any follow-on permits within the scope of this project.

Brief Project Description:

Project proposes to subdivide two existing 0.22-acre sites (0.44 acres total) into 6 residential parcels. The original parcels (TPN 262502-3-147-2003 and 262502-3-148-2002) are rectangular shaped with a west-east major axis and front Ericksen Ave NE to the west, the Winslow Ravine to the east and similar residential properties on all other sides. The project includes 6 lots planned for future development with single family residences and utilities with a community space/natural area on the eastern edge of the parcel. There is an existing residence on-site that will be retained as part of the subdivision process. Landslide Hazard slopes (15-40%) exist on the parcel to the east with the setback extending onto the property. No other critical areas are mapped on the project site.

Comments:

1. No building permit, subdivision, short subdivision, or planned unit development shall be approved or granted until the owner of the affected property dedicates to the city the portion of land designated on the official street map or required by the COBI Design and Construction Standards and Specifications, “the Standards”, as a street right-of-way (ROW) [BIMC 12.30.010]. Project is adjacent to Ericksen Ave NE which is classified as a collector roadway requiring ROW width of 50

feet. The existing ROW width along the frontage is 40 feet and a 5-foot ROW dedication will be required as part of this subdivision.

2. Consistent with the decision criteria considered to recommend approval of a preliminary subdivision found in BIMC 2.16 and RCW 58.17.110, public improvements along the project frontage on Ericksen Ave NE would be required as a condition of development. Per the Island Wide Transportation Plan adopted in 2017, the east side of the Ericksen Avenue frontage is required to comply with bicycle facility design standard WB-1 which consists of a 4ft to 5ft paved bicycle lane.
3. A traffic impact analysis (TIA) sufficient for the City engineer to perform a concurrency test shall be required per Chapter 15.40 of the Bainbridge Island Municipal Code (BIMC). Review of single-family residential developments in the Institute of Traffic Engineers (ITE) Trip Generation Manual, 11th Edition, indicates trip generation will be above the threshold of 50 average daily trips (ADT) or 5 or more AM or PM peak-hour trips. [BIMC §15.40.060]
 - a. Select a consultant to perform the traffic impact analysis (TIA) and submit the scope of work for review by COBI engineering prior to executing the actual analysis.
4. Access to the new lots will require an extension of the public road network. The new public road accessing the development shall be classified as local access – residential suburban and as such will be required to comply with Table 7.1 of the standards for Right of Way dedication, street characteristics and geometric layout. Additionally, the new road(s) shall comply with the appropriate Standard Drawings in the 07-XX series of the Design and Construction Standards and Specifications (the Standards), and with AASHTO standards where the Standards are silent.
5. Resultant lots shall be subject to evaluation for Transportation Impact Fees (TIFs) as part of the building permit review process for future development. Fees are due prior to building permit issuance for future lot development per BIMC 15.30.
6. A Site Assessment Review (SAR) is required per BIMC 15.20.060(1) with the goal to mimic the site's natural hydrology, implement low impact development (LID) to the maximum extent feasible, and preserve native vegetation on site. A SAR application was submitted, and the analysis has been completed in conjunction with the proposal for employment of Low Impact Development Principles. The project as proposed is deemed to fully consider LID principles in all phases of development, and no further SAR analysis or review is required. These comments serve in lieu of a stand-alone SAR letter of recommendation from COBI Development Engineering for any future permit application submittal requirements for a project substantively conforming to this proposal.
7. The preliminary subdivision application submittal shall demonstrate how the project (infrastructure and future residential development) will comply with BIMC Chapter 15.20, Surface and Stormwater Management through the conceptual utility plan. As the overall subdivision and future development will result in more than 5,000 sf of new/replaced hard surfaces, the project is subject to minimum requirements 1-9 and a conceptual engineered drainage plan prepared by a professional civil engineer licensed to practice in Washington State shall be required at preliminary

plat submittal. The proposed stormwater plan will be evaluated by COBI for reasonable feasibility of compliance during the preliminary short subdivision review.

8. An off-site analysis shall be performed consistent with BIMC §15.20.060(H) to assess the potential impacts to the storm conveyance from the development to determine if there are downstream concerns with capacity, erosion issues, water quality threats, localized flooding, etc.
9. Project is subject to Minimum Requirement #9 of the SWMMWW (Stormwater Manual), requiring an operation and maintenance (O&M) manual for proposed Runoff Treatment and Flow Control Best Management Practices (BMPs). A draft O&M manual shall be submitted prior to construction permit issuance and submittal of an approvable final O&M manual identifying the legally responsible party (or parties) for long-term operation and maintenance of the permanent Stormwater BMPs is required before approval of the "Stormwater Maintenance Inspection" and recording of the Declaration of Covenant, unless otherwise waived by Public Works Engineering.
10. Due to the presence of a stream and steep slopes to the east of the site, subsequent permit submittals for the project should clearly demonstrate methods designed to reduce construction impacts within the buffer by implementing appropriate erosion control measures and by utilizing low impact development principles to create a stormwater management design that will minimize impacts to slopes and the stream.
11. BIMC 16.20.130 requires that a geotechnical engineer evaluate all stormwater or infiltration facilities within the zone of influence (200') upslope of any slope greater than 15% but less than 40% that is determined to be geologically hazardous. Portions of the slope may be determined to not be hazardous by the geotechnical engineer of record. If required, Geotech concurrence on the drainage plan as designed will be submitted via a COBI "Step 2 form", and on the drainage system as installed post construction submitted via a COBI "Step 3 form".
 - a. Any utility work on landslide hazard slopes must be reviewed and approved by a licensed Geotechnical Engineer per BIMC 16.20.130.
12. The site is located within the COBI water and sewer service areas and is currently being served with both water and sanitary sewer from COBI. Additional water and sewer connections shall conform with COBI Design and Construction Standards and Specifications (Standards).
13. A water/sewer availability (WSA) worksheet application is required prior to applying for subsequent land use permitting. The resultant final WSA letter is independent of the permitting process and will be provided to the applicant for use in the subsequent building permit applications.
14. Proposed changes in Drainage Fixture Units and associated sanitary sewer connections and appurtenances shall be calculated, designed, reviewed, installed, and inspected per COBI Design and Construction Standards and Specifications and any other Federal, State or Local regulatory standards. This will include a TV inspection of the side sewer connection(s) prior to reconnection as a condition of inspection on the subsequent building permit. The existing sewer service shall

conform to the Standards and any deficiencies with the existing side sewer shall be corrected prior to issuance of any certificate of occupancy.

15. Following approval of the preliminary subdivision the applicant must apply for a base two plat utility permit detailing all the necessary civil improvements to serve the development. The submittal shall contain 100%, construction ready civil engineering plans and supporting reports (utility, stormwater, geotechnical, etc.).
 - a. In lieu of completing or deferring the improvements approved in a plat utility permit, a subdivision performance bond may be written to assure successful completion of the facilities. The improvements secured by the bond must be completed within 1 year of the final plat approval, or the bond will be called upon by the City to complete the improvements [BIMC 2.16.070.N].
16. Deviations from the Standards may be approved by COBI Public Works – Engineering. Requests shall be formally made in writing during the building permit(s) review process and approved prior to issuance of the associated construction permit. Requests shall comply with Section 1-13 of the Standards and demonstrate that the request is in the public interest and based on sound engineering principles and practices while meeting any requirements for safety, function, appearance, and maintainability.
17. No construction on or to the site may take place until civil improvement plans have been reviewed and approved by the City as part of a construction permit to include but not limited to Building, Grade and Fill, or Right of Way Use permits.

Please note that the information provided in this letter reflects existing codes and standards, currently available information about the site and the nature of the immediate environs. Comments provided pursuant to preapplication review shall not be construed to relieve the applicant of conformance with all applicable fees, codes, policies, and standards in effect at the time of complete land use permit application. The comments on this proposal do not represent or guarantee approval of any project or permit. While covering as many of the Planning, Engineering, Building and Fire related aspects of your proposal as possible during this preliminary review, please be advised that subsequent review of your land use permit application may reveal issues not identified during this initial review.



MEMO

Date: December 22nd , 2025
To: Brian Brightbill, Planning Department
From: Jackie Purviance, Fire Marshal
Re: ACME Subdivision PRE SUB PLN53143

The submittal has been reviewed resulting in the following comments:

1. Any future development shall comply with all provisions of the adopted Fire Code.
2. Private fire apparatus access roads shall be not less than 12' wide drivable surface with 13.5 feet overhead clearance. BIMC 20.04.080 503.2.1(1)
3. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced to provide an all-weather surface. BIMC 20.04.080 503.2.3
4. Dead-end fire apparatus access roads in excess of 150-feet in length shall be provided with an approved turnaround. BIMC 20.04.080 503.2.5 See attached approved turnarounds specifications.
5. The grade of existing private fire apparatus access roads shall not exceed 12%. Private fire apparatus access roads where grades are greater than 12% but not exceeding 15% shall be paved, or in lieu of paving, shall have an automatic fire sprinkler system installed in any new structure. Grades exceeding 15% will require the fire apparatus access road to be paved, all new structures to be equipped with automatic fire sprinkler systems, and special approval by the fire code official. BIMC 20.04.080 503.2.7.2
6. All new buildings in excess of 3,600 square feet total floor area are required to install an automatic fire sprinkler sytem. BIMC 20.04.100 903.2.13(1)
7. For new single-family dwellings and new subdivisions of land that are limited to single-family dwelling construction, a fire hydrant shall be within 1,000 feet of each

structure located on a fire apparatus access road, as measured along an approved access roadway required for the fire department to lay fire hose or as required by the Fire Marshal. Not required if all single-family dwellings are equipped with an automatic fire sprinkler system. BIMC 20.04.090 507.5.1.1

8. The new access road will be required to be named and all properties with access off of the new road will be required to be addressed. BIMC12.16.050
9. Please place the following on the face of the short plat: "Compliance with the fire flow requirements of BIMC 20.04 will be by a residential fire sprinkler system if required at time of construction."



MEMO

Date: December 23, 2025

To: Brian Brightbill, Planning Department

From: Blake Holmes, Building Official

Re: ACME Subdivision Pre-APP PLN 53143

The project has been reviewed, and building has the following comments:

For building of structures this project requires a building permit, the following code(s) are required to be met:

1. The project shall comply with the 2021 ICC Building Codes when applying for a building permit. This includes the Washington State Energy Code (WSEC).
2. Please see BIMC 15.04.021 for structural design requirements.





1 1908 - Bainbridge Island Historical Museum, 215 Ericksen Ave. The historic Island Center schoolhouse was moved three times: to the high school for a music room, to Strawberry Hill Park for the museum, then to Winslow, reopening in 2004.

WHERE'S WINSLOW?

"Winslow" is what locals call the downtown part of the island. Winslow Hall was one of three brothers who built shipyards on Bainbridge Island. Winslow was an incorporated town from 1947 to 1991, but now it's just part of the City of Bainbridge Island. Before that the settlement was called Madrone, for the red-barked tree at the dock. The earliest to live here were the Suquamish, who called it "Home of Eagles."



James Ryan

James Ryan bought the first parcel at Eagle Harbor in 1870 and attracted settlers like Hoskinson and Grow, who founded the Congregational Church at the corner of Madison and Winslow Way (6).

Jitsuzo and Shima Nakata opened a barbershop in 1906. Fifty years later their sons "Mo" and John Nakata partnered with Ed Loverich, the son of Croatian store owners, to establish the Town and Country Market.



The Riley Hoskinsons



Jitsuzo & Shima Nakata



Ambrose Grow

Two homes of shipbuilders who worked at Hall Brothers Shipyard:



2 1904 - Ericksen House, 260 Ericksen Avenue.



3 1907 - The Darius Ettinger House, 292 Ericksen Avenue.



4 1909 - Wyatt House. Many a community dance was held in this home during the years it was owned by steamer captain Cyprian Wyatt.



5 1922 - House and Clinic of Dr. Frank Shepard included a porte cochère (to the left), for the Island's first automobile.

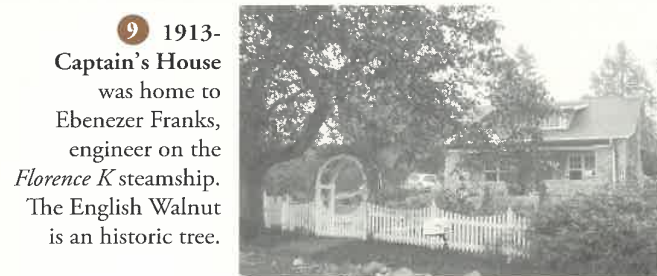


6 1896 - Eagle Harbor Congregational Church, first church on the island, founded by 13 families, including Ambrose Grow, who donated the land, and Riley Hoskinson.

7 1901 - Built where the ferry used to dock, the Winslow Dock Commercial Building, now Doc's Marina Grill, housed a succession of taverns: "The Bloody Bucker," "The Yodeling Oyster," and "Mac's Tavern."



8 1937 - Anderson Hardware today is the popular Pegasus Coffee House.



9 1913 - Captain's House was home to Ebenezer Franks, engineer on the *Florence K* steamship. The English Walnut is an historic tree.



10 1880s - once the home of Ambrose Grow, now Harbour Public House. See the original root cellar next door.

11 1941 - built by H.E. Anderson for a hardware and grocery store. In the 1960s it was the Winslow City Hall. Now Eagle Harbor Book Co.



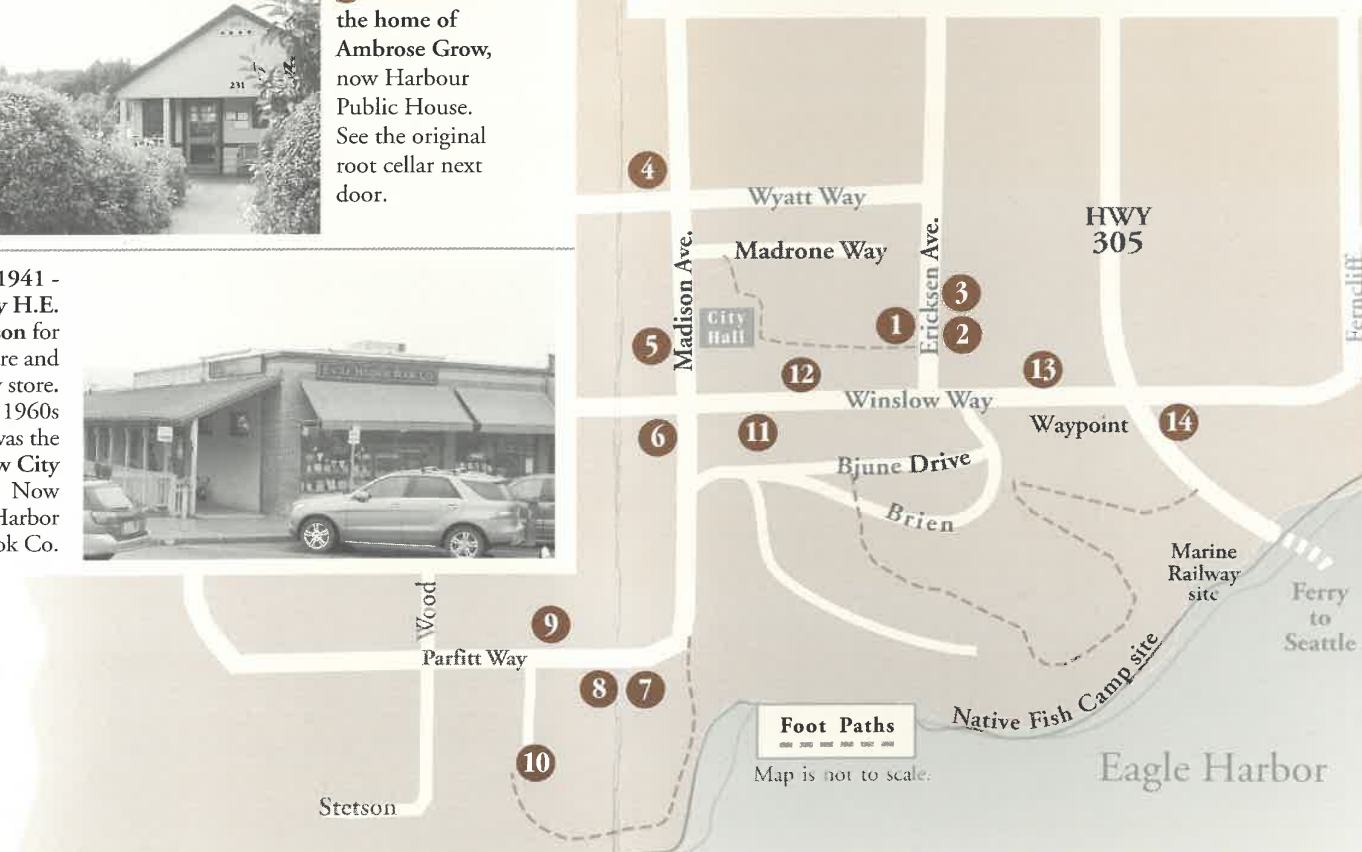
12 1950s - housed a series of drug stores. A noted example of midcentury modern architecture, with cantilevered canopy and unique display case.

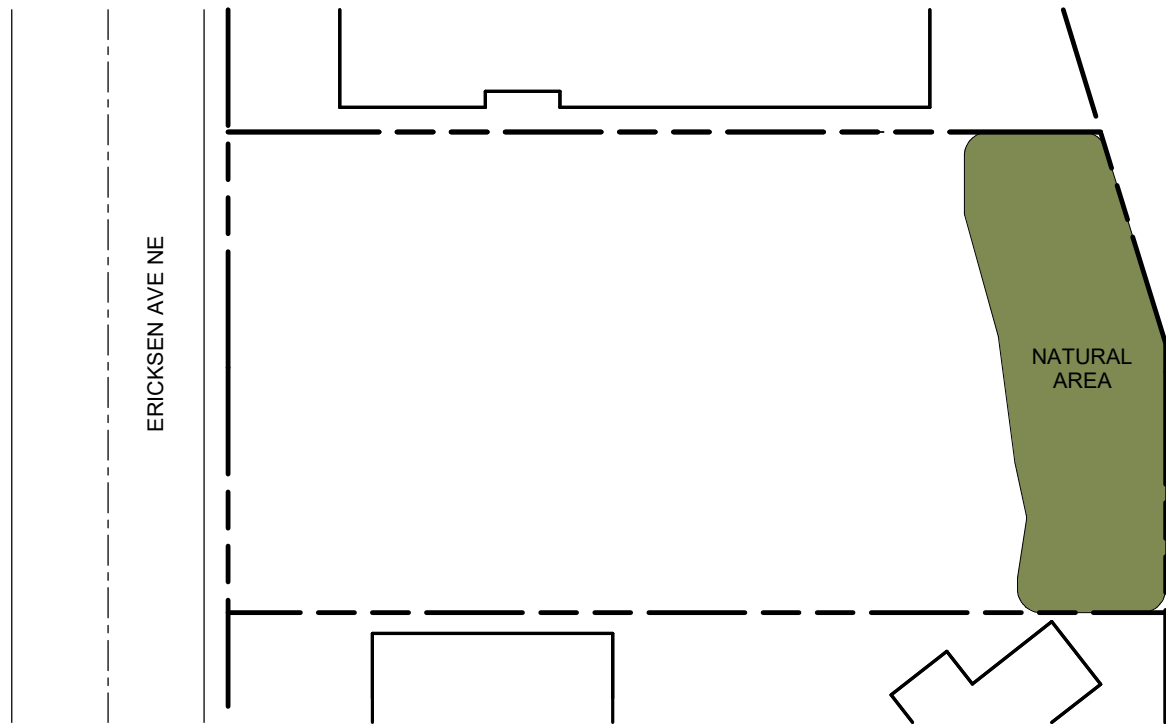


13 Ca. 1910 - The Irving Grocery Store, (building on the left) later became the Wallace-Routh grocery store.

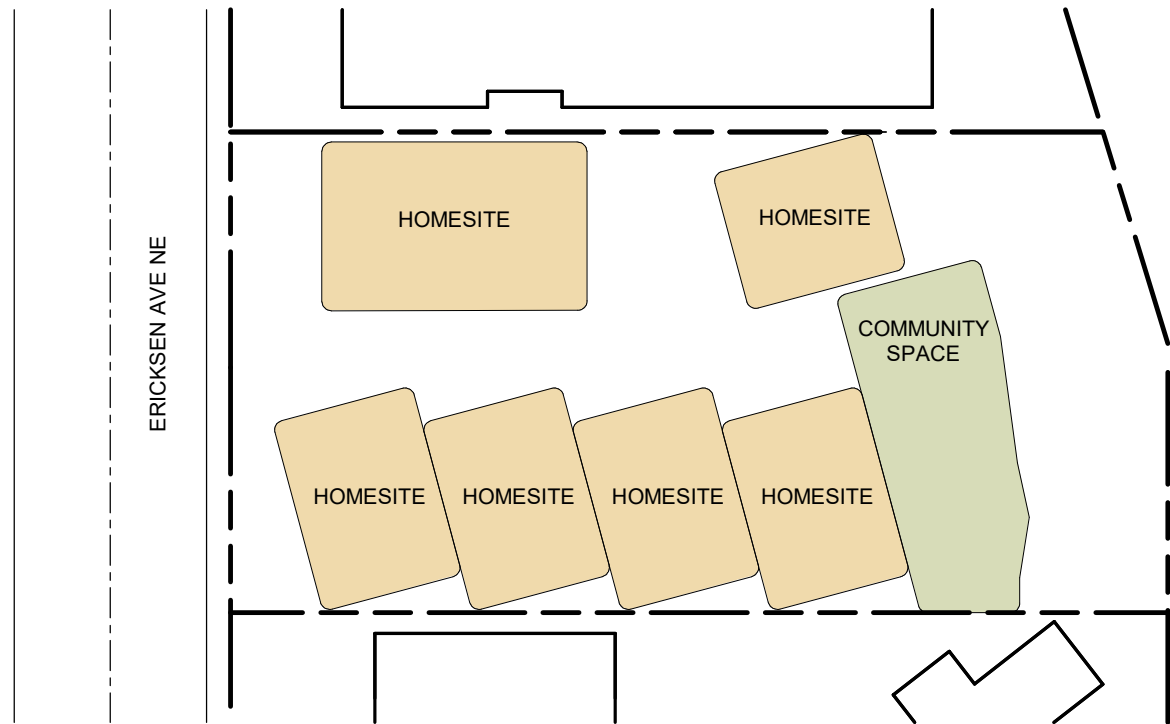


14 1945 - The island's first fire station opened on land leased from the Winslow Marine Railway and Shipbuilding Co. In 1982 the remodeled building opened as City Hall. In 1999 it was converted to a police station.

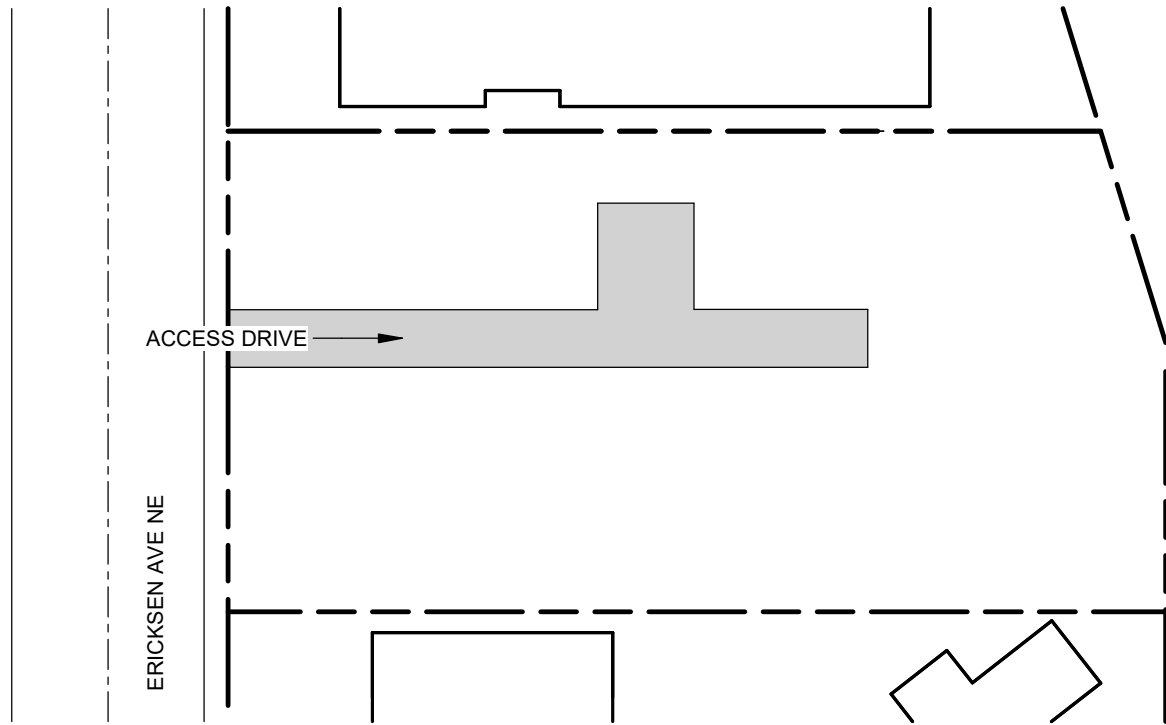




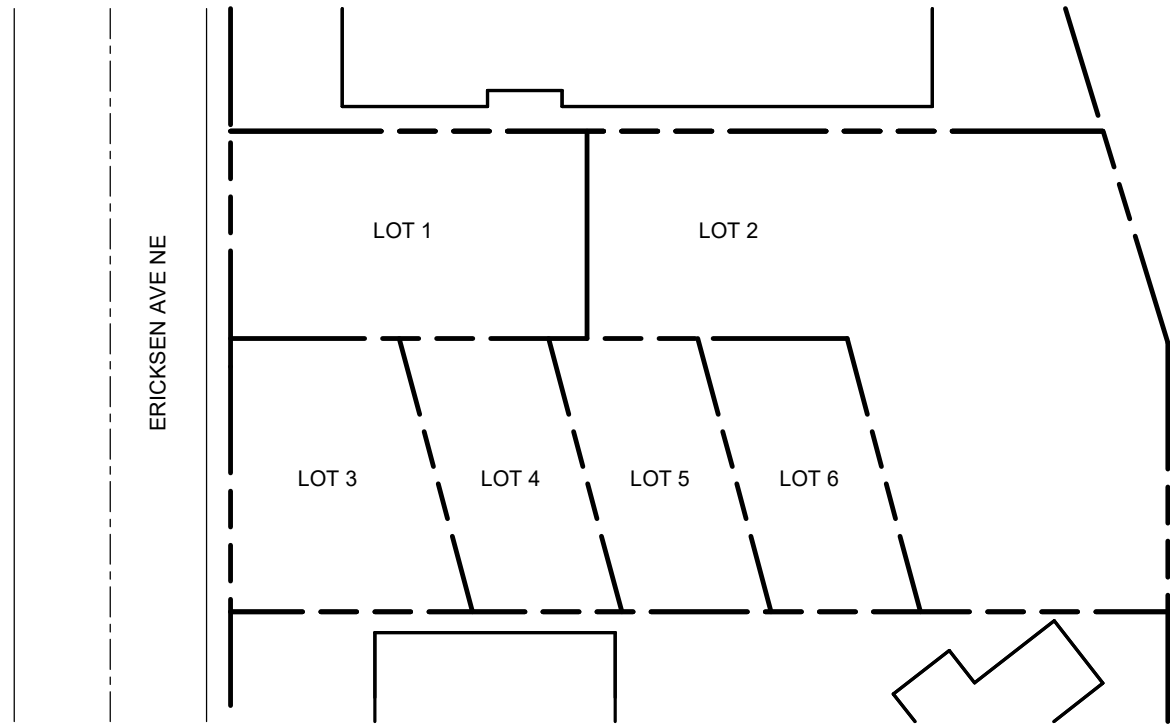
STEP 1 - NATURAL AREA



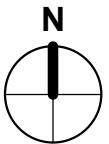
STEP 2 - HOMESITES AND COMMUNITY SPACE



STEP 3 - SITE ACCESS



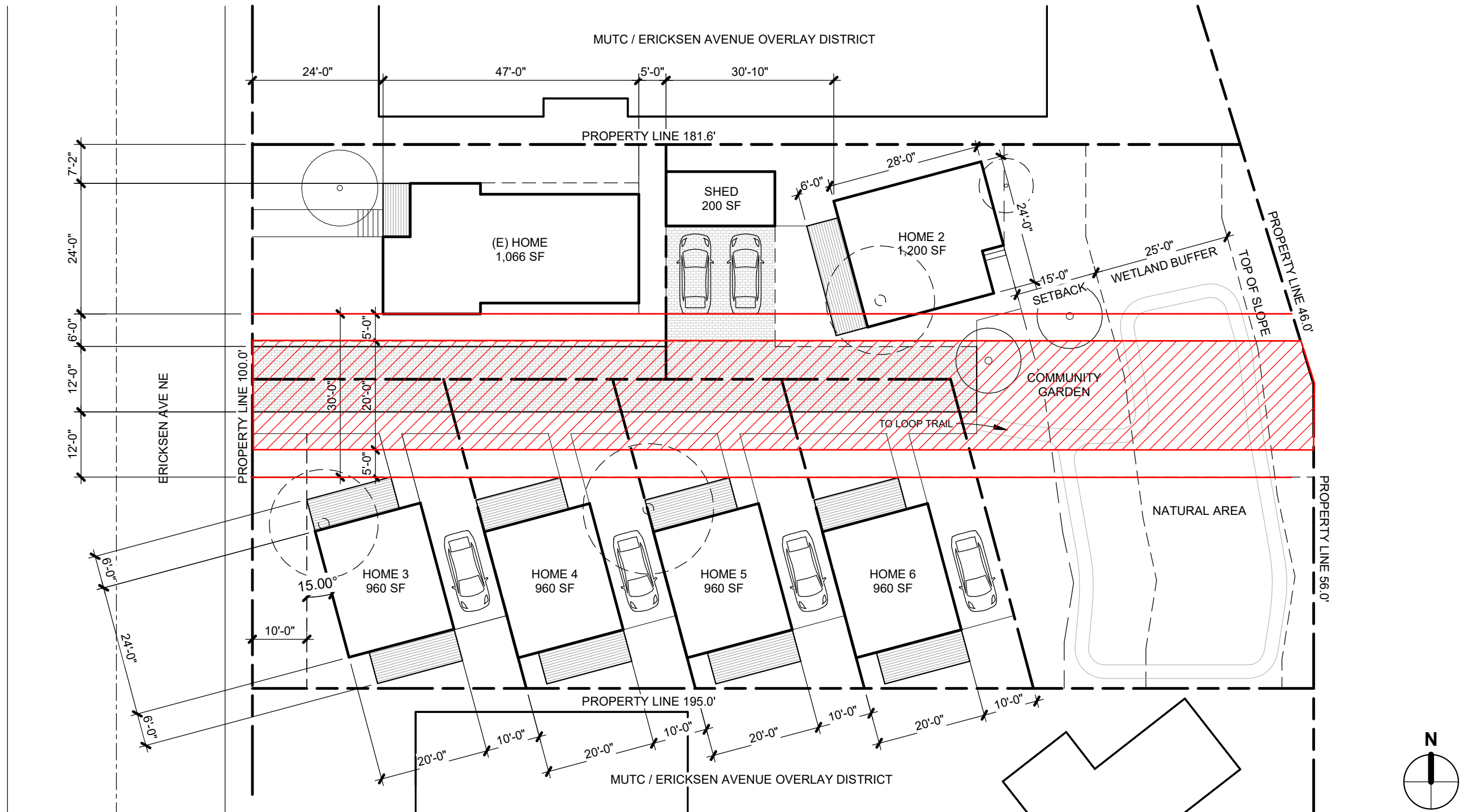
STEP 4 - LOT LINES



FOUR STEP DESIGN PROCESS

ACME SUBDIVISION
260 ERICKSEN AVE NE BAINBRIDGE ISLAND, WA 98110

SCHEMATIC 1"=40' 10.29.25 A04



SITE PLAN - ACCESS EASEMENT REDUCTION

SCHEMATIC 1"=20' 10.29.25 A05

ACME SUBDIVISION
 260 ERICKSEN AVE NE BAINBRIDGE ISLAND, WA 98110