



**City Council Study Session
Tuesday, August 18, 2026**

Council Chambers
280 Madison Ave N
Bainbridge Island, WA

and

Remote Meeting on Zoom
<https://bainbridgewa.zoom.us/j/92947338351>
or Telephone: US: +1 253 215 8782
Webinar ID: 929 4733 8351

Agenda

- 1. Call to Order / Roll Call - 6:00 pm**
- 2. Approval of Agenda / Conflict of Interest Disclosure - 6:05 pm**
- 3. Regular Business**
 - A. (6:10 pm) Receive 2025 Annual Report and Review 2026 Workplan for the Ethics Board
 - B. (6:25 pm) Discuss Short-Term Rental Ordinance 2026-03
 - C. (6:45 pm) Discuss Priority for Planning Commission Deferred Items
- 4. Committee Reports - 7:05 pm**
- 5. Adjournment - 7:15 pm**

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City Council Study Session Agenda Bill **Tuesday, August 18, 2026**

Agenda Item: (6:10 pm) Receive 2025 Annual Report and Review 2026 Workplan for the Ethics Board

Department: City Council Study Session

Agenda Section: Regular Business

Estimated Time: 15 Minutes

Recommendation:

I move to forward the 2025 Annual Report and 2026 Workplan to a future business meeting for consideration of approval.

Narrative:

The purpose of this presentation is to inform the City Council of the work performed by the Ethics Board in 2025, and to propose a work plan of activities for 2026.

The Ethics Board serves to provide training, respond to requests for advisory opinions, and review complaints alleging violations of the Code of Conduct or Code of Ethics.

A link to the Code of Conduct and Ethics Program can be found here:
<https://www.bainbridgewa.gov/DocumentCenter/View/16607/Code-of-Conduct-and-Ethics-Program-->

Staff concurs with the work plan as presented.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. 2025 Annual Report and 2026 Workplan

Ethics Board

2025 Annual Report / 2026 Workplan

Report on 2025 Activities

Pursuant to Article V, § D of the City of Bainbridge Island Code of Conduct and Ethics Program (the “Program”), the Bainbridge Island Ethics Board hereby provides its annual report and workplan to the Bainbridge Island City Council.

I. Complaints and Advisory Opinions

In 2025, the Ethics Board addressed three previously deferred complaints related to the City Code of Conduct and Ethics Program. The outcomes were as follows:

- **EB 2021-04:** The Board dismissed this complaint after determining that the alleged facts did not meet the threshold of a violation under Article II, Section D.1(c) of the Program.
- **EB 2021-05:** This complaint was dismissed by a vote of 4–1. The Board found that, even if the facts presented were accurate, they did not amount to a “significant financial or private interest” as defined under Article II, Section D.1(b).
- **EB 2021-06:** The Board voted to dismiss this complaint (with four members in favor and one abstention), concluding that the allegations did not meet the definition of a property-related conflict according to Article II, Section D.1(c).

Prior to deliberations, the Board conducted a thorough conflict-of-interest review and found no disqualifying conflicts.

Throughout 2025, no new complaints were received. Multiple meetings reaffirmed that the three deferred complaints remained on hold until litigation concluded.

II. Ethics Board Members

In 2025, the Ethics Board experienced routine membership transitions. Leadership appointments for the year reaffirmed Ms. Keating as Chair and Dr. Escandon as Deputy Chair, ensuring continuity as vacancies were filled. Chair Doña Keating and member Karen Anderson continued serving terms expiring in June 2026, while Rafael Escandon continued his term through June 2028.

New members, Eve Sherling and Turner Vail, were appointed to terms ending in June 2027. The Board experienced vacancies throughout the year due to resignations and term completions, with Mayor Ashley Mathews, Councilmembers Moriwaki and Deets, and Chair Keating conducting candidate review and selection.

Members Donna Davison, Hildja Saas, and Rosemary Hollinger concluded their three-year terms in June 2025 and were formally recognized for their service.

III. Changes to the Ethics Program

No specific changes to the Ethics Program have occurred in 2025.

IV. Training

In 2025, the Board reviewed the results of a training survey distributed to Advisory Group members, incorporated counsel-drafted case studies into updated materials, and coordinated with City staff scheduling requirements for recording introductory training sessions once Council finalizes Code updates.

Updated training slides were completed. Outstanding items were limited to finalizing timing and sequencing with City Council after adoption of the relevant recommendations. No in-person or virtual training sessions were conducted in 2025 due to the pending status of these Code changes, though the Board remained prepared to proceed upon Council approval.

Ethics Board training is structured to be completed as follows:

- An in-person and remote, Zoom-based training and informational session for City Council.
- An in-person recording by two Board members to include related materials, which will be shared with all Advisory Group members and posted for review on the City's Ethics Board Web Page, under the "Resources" Section.
- Updated documentation and training program as applicable to reflect appropriate Ethics Code changes and effective dates.

In order to complete this annual training, the Board needs technical assistance from the Council and the City with the following:

- Sending notices of the training sessions to all current members of Advisory Group Committees, Boards, and Commissions.
- Scheduling the training sessions and providing the Board with the necessary tools and permissions to host the Zoom meetings.
- Scheduling the joint/training session with Council.
- Recording the training sessions and posting one on the Ethics Board website along with the PowerPoint slides.
- Keeping track of which City Council and Advisory Group members have attended or viewed a training session.

V. Requests and Recommendations

A. Statutes of Limitations or Expiration of Complaints

The Board recommends the City Council consider some type of Statute of Limitations or expiration in cases where Ethics Complaints referencing individuals or actions who are either no longer with the City Council or Committee/Commission after a period of 2 years from event(s) referenced in the complaint. The aforementioned recommendation along with assurance of consistent and proper training should reduce the number of complaints. Similarly, when recourse or redress is not an option and provides no educational benefit, such a reduction may aid the Ethics Board in maintaining focus on the most contemporaneous and relevant complaints.

Similarly, the Board also recommends the City Council establish an additional Statute of Limitations on the date(s) by which complaints may be filed against prior actions. In the past, the Board has received complaints regarding actions that took place years prior to the complaint being filed. The Board, in its interpretation of the Ethics Program, had no choice but to review the complaint, despite the Board's inability to discern certain salient points because of the elapsed time and Council/Committee turnover.

By placing a time limit on both of these instances, the City Council would emphasize the educational aspects over the political or punitive possibilities that may emerge without such adoption.

B. City Manager and Advisory Opinions

The Board was approached by the City Manager with a request for an Advisory Opinion. This request was respectfully declined by the Board. Upon further consideration and in keeping with the spirit and intent of the educational nature of the Ethics Program, the Board would recommend the City Manager be included in the program for Advisory Opinions.

C. Addition of Student/Young Adult 6 Mo/1-Year Membership(s)/Ethics Board Rotations

Implement a program allowing 6-month or 1-year EB membership terms for young adults (roughly high-school, undergraduate age: ~ 16 to 22 years) to allow exposure to municipal volunteer service.

Status of Recommendations

The above recommendations are carry-overs from prior annual reports/work plans.

In 2025, the Ethics Board reviewed several matters referred by the City Council relating to the above potential updates to the Ethics Program. The Council requested that the Board evaluate four areas:

- (1) whether the acceptance of complaints should be limited to the period during which an elected official is in office;
- (2) whether filing timelines should begin at the time of an event or when the event becomes known, including consideration of a twelve-month or two-year window;
- (3) how changes to the City Code should be reflected in the Ethics Code to ensure consistency and an appropriate tracking process; and
- (4) how the Board's purpose, function, and outputs are understood within the City organization, including Council, committees, commissions, and staff.

In response, the Board approved a motion directing the development of a formal communication to the City Council addressing these four items and providing recommendations and clarifications where appropriate.

The Board also reaffirmed its previously adopted recommendations, including establishing a statute of limitations for ethics complaints, maintaining mandatory annual Ethics Program training for Councilmembers and advisory group members, updating the Ethics Code to allow the City Manager to request advisory opinions, and supporting opportunities for youth participation in Ethics Board service. The Board continues to emphasize the importance of clarity, transparency, and consistency in the administration of the Ethics Program.

2026 Workplan Priorities

- A. The Ethics Board will assist the City Council by encouraging timely application, consideration, interview, and confirmation of qualified people for Ethics Board positions whose terms will be completed during the year.
- B. The Board will identify any needed adjustments to previously approved Ethics Program materials based on continued experience with the Code. If necessary, it will provide suggestions to City Council for consideration.
- C. With the assistance of City staff, the Board will ensure that all appropriate individuals have received Ethics Program training and that all new members are

trained as soon as possible, including coordinating training near the time of appointment.

- D. The Board will provide Q&A support relating to Ethics Code training for Councilmembers if requested and will be available for questions from members of Boards, Committees, and Commissions after they have reviewed the archived (video) training content on the Ethics Board website.
- E. Increase public exposure to the existence of the Ethics Board/Ethics Program, its membership and its function at times during the 2026 calendar year through outreach. This may be achieved by having member(s) available at scheduled times at the community farmer's market, the moonlight market, the national night out, and other community events, as availability dictates.
- F. The Board will continue to support the Ethics Program's role as an educational resource that promotes public trust and transparency in local government. This may include providing clarification on how to apply Ethics Code provisions to commonly encountered situations.
- G. The Board will continue to respond to official ethics complaints and inquiries for advisory opinions in adherence to the Ethics Program.

Board Approved, July 8, 2026



City Council Study Session Agenda Bill **Tuesday, August 18, 2026**

Agenda Item: (6:25 pm) Discuss Ordinance No. 2026-03 relating to Short-Term Rentals

Department: City Council Study Session

Agenda Section: Regular Business

Estimated Time: 20 Minutes

Recommendation:

I move to forward Ordinance No. 2026-03 to a future City Council meeting for consideration of approval.

Narrative:

On February 13, 2024, the City Council adopted Short-Term Rental Ordinance 2024-02, codified as Chapter 5.38 of the Bainbridge Island Municipal Code. This new code became effective on September 30, 2024. Since that time, staff has gained substantial operational experience administering and enforcing this new regulatory framework. After more than a year of experience with this program, staff convened with local stakeholders to hear their feedback. With the concurrence of the stakeholders, staff recommended several targeted, technical amendments to Chapter 5.38. These proposed revisions are intended to streamline the registration process for short-term rental operators, improve clarity, and create a more efficient process while maintaining the Short Term Rental Program's underlying policy objectives. Ordinance 2026-03 was presented to Council on March 24, 2026, in which Council made a motion to bring this Ordinance to a future Study Session.

To preserve the discussion requested by Council and to avoid confusion related to version control, the only two revisions made to the information presented on March 24, 2026 were an update to the Purpose Statement in Section 1 and clarifying language in the Penalties and Enforcement in Section 7.

Key Aspects of Ordinance 2026-03 include:

1. Clarifying the definition of a short-term rental
2. Updating the penalties and enforcement section to better enable staff to enforce violations of this program
3. Streamlining annual registration & notice requirements to remove the annual process.

Staff is requesting Council feedback on these suggested changes and potential next steps.

Fiscal Impact:

Community Engagement and Outreach:

Staff met with representatives from the Bainbridge Island Chamber of Commerce and Innkeepers Forum (who were also involved in the initial drafting of BIMC 5-38) to review the proposed short-term rental code amendments. Both organizations expressed their support for proposed changes. Several community members have also reached out to staff regarding this short-term rental ordinance, and have voiced support for an ordinance that updates the penalties and enforcement section.

Attachments:

1. Ordinance No. 2026-03 Amendment of Short-Term Rentals WITH NOTES
August 2026
2. 8-18-26 STR Council Presentation

ORDINANCE NO. 2026-03

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Sections 5.38.020, 5.38.050, 5.38.060, 5.38.080, and 5.38.090, and adding Section 5.38.100 of the Bainbridge Island Municipal Code (BIMC) regarding short-term rentals.

WHEREAS, on February 13, 2024, the Bainbridge Island City Council adopted Ordinance No. 2024-02, establishing short-term rental regulations as BIMC 5.38; and

WHEREAS, on July 23, 2024, the Bainbridge Island City Council adopted Ordinance No. 2024-18, amending BIMC 5.38 based on input from innkeepers engaged in the short-term rental business and the proficiencies of the online registration service provider; and

WHEREAS, Ordinance No. 2024-18 became effective on September 30, 2024; and

WHEREAS, since the effective date of Ordinance No. 2024-18 on September 30, 2024, the City has received additional input from stakeholders and innkeepers engaged in the short-term rental business and has recommended some amendments to BIMC 5.38 in accordance with that input and to enable easier implementation of the short-term rental regulations; and

WHEREAS, the City Council has reviewed the City Manager's recommendations and has decided to make the revisions to BIMC 5.38.010, 5.38.020.D and E, 5.38.050.A, 5.38.060, 5.38.080.A, 5.38.090, and adding section 5.38.100, as set forth in this ordinance.

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

Section 1. Updating Purpose Statement. BIMC 5.38.010 is hereby amended to read as follows:

The purpose of this chapter is to identify the number of short-term rental units in the city, to ensure that the owners of such short-term rentals pay city taxes and fees, and to establish operating standards that promote compatibility between short-term rentals and surrounding residential neighborhoods. ~~common sense quality of life protections for residents and short-term rental owners.~~

Section 2. Clarifying Definitions of Short-Term Rentals. BIMC 5.38.020 is hereby amended to read as follows:

As used in this chapter, the following terms have the meanings set forth below:

- A. "Agent" means any person or entity authorized to act on behalf of the owner of a short-term rental unit.

Commented [1]: First of two revisions from previous version presented on March 24, 2026. Subsequent Section numbers have been renumbered.

- B. “Broker” means any person or entity that offers, lists, advertises, accepts reservations for, and/or collects whole or partial payment for a short-term rental unit, including but not limited to online websites, online travel agencies, and online booking agents.
- C. “Owner” means the person or entity who holds legal or equitable title to a short-term rental.
- D. “Short-term rental” means the rental of any short-term rental unit for occupancy up to legally permitted residential dwelling unit, as that term is defined in BIMC 18.36.030, for occupancy for a period of not more than 30 consecutive days.
- E. “Short-term rental unit” means the residential dwelling unit being rented or offered for short-term rental. Rooms a building or portion of a building that provides independent living facilities with provisions for sleeping, eating, and sanitation or a “bed and breakfast,” as that term is defined in BIMC 18.36.030, being rented or offered for a short-term rental. For purposes of this definition:
1. Provisions for sleeping mean a habitable room large enough for a couch, bed, or cot; provisions for sleeping do not require a closet in the room.
 2. Provisions for sanitation mean that bathing facilities are provided, e.g., a shower or a tub. A toilet and sink in a room are not considered bathing facilities.
 3. A recreational vehicle, bus, or rooms at hotels and inns are not short-term rental units for the purposes of this chapter.

Commented [2]: This amendment does two things:

1 Clarifies language:

“rental of any STR unit for occupancy up to 30 consecutive days”

is easier to read and understand than

“rental of any [STR] unit for occupancy for a period of not more than 30 consecutive days”

2 Divorces the connection between a “Short-Term Rental Unit” and a “Dwelling Unit”. (See note on item E below for more information.)

Section 3. Contents of Short-Term Rental Applications. BIMC 5.38.050.A is hereby amended to require the following to be provided on the application form:

A. Application Contents. The owner or the owner’s authorized agent may apply for a short-term rental certificate by submitting an application on a form provided by the city. The application form shall provide the following information:

1. The name, address, and telephone number of the owner of the short-term rental unit.
2. WhetherIf the short-term rental unit is located at the primary residence of the owner, whichand whether the owner will continue to occupy the property during the short-term rental.

Commented [3]: This amendment does two things:

1 Since item D divorces “Short-term rental” from the “dwelling unit” definition, this amendment brings back three of the four defining characteristics of a “dwelling unit” per BIMC 18.36.030. The four defined characteristics of a “dwelling unit” are 1. Sleeping, 2. Sanitation, 3. Kitchen, and 4. exclusion of RVs/buses.

No change made to Sleeping, Sanitation, and exclusion of RVs & buses (language borrowed directly from BIMC 18.36.030 and reapplied to STRs here).

Provisions for Eating/Kitchen are not further defined for STRs.

2 Includes Bed and Breakfasts as defined in BIMC 18.36.030. There are no traditional Bed and Breakfasts currently operating on Bainbridge Island (i.e. offering three or more guest rooms that can be rented independently from each other).

Commented [4]: Clarifying language

3. If applicable, the name, address, and telephone number of the owner's authorized agent for rental of the short-term rental unit.
4. ~~A list of addresses of any and all additional short-term rentals operated by the owner on Bainbridge Island.~~
54. The address and county plat number of the proposed short-term rental unit, all internet listing sites for the short-term rental, and all listing numbers.
65. The number of rooms for rent in the short-term rental unit and the allowed overnight occupancy stated on the listing platforms or internet sites.
76. The number of existing on-site parking spaces designated for the exclusive use of the short-term rental unit.
87. The name, address, and telephone number of a local contact person who shall be available 24 hours per day, seven days per week for the purpose of responding within 60 minutes to complaints regarding the condition and operation of the short-term rental unit or the conduct of occupants of the short-term rental unit or their guests.
98. The planned number of days per year the unit will be available for rent; ~~whether the owner will reside on the property while a portion of it is available as a short-term rental unit, whether the owner occupies the short-term rental unit in its entirety for part of the year, and if they intend to use a property management company.~~
109. The written consent of any applicable homeowners' association or condominium owners' association to the use of the residential dwelling unit as a short-term rental unit.
110. A certification by the owner of the proposed short-term rental unit, under penalty of perjury, that all information contained in and provided with the application is true and accurate.
121. Such other information as the city manager or designee deems necessary to administer this chapter.

Commented [5]: Naturally apparent the way the system operates. Asking owners to provide a separate list is not necessary / helpful.

Commented [6]: Clarifying language. Received feedback that some operators lock some of the rooms, so not all rooms in a home are necessarily available for STR.

Commented [7]: Removing redundancies
Whether the owner will reside on the property is captured in #2

Whether the owner occupies the property the entire year (i.e. primary residence) is captured in #2

Whether they use a property management company is captured in #3

Section 4. Mailing of Notice. BIMC 5.38.050.C, is hereby amended to read as follows:

- C. Mailing of Notice. The City shall mail notice of the application ~~or renewal~~ to all residents and owners of property within 300 feet. Short-term rental units that are the primary residence of the owner and which the owner continues to occupy during the short-term rental are exempt from the requirements of this subsection.

Commented [8]: Reducing the repetitive portion of these notices in response to the significant confusion and feedback received from residents.

Section 5. Advertising and operational requirements. BIMC 5.38.060, is hereby amended to read as follows:

The following requirements apply to the operation of all short-term rental units:

- ~~A.~~ ~~Listing to Include Certificate Number.~~ All advertisements and online listings for short-term rental units shall include the short-term rental certificate number.
- ~~BA.~~ Interior Display of Short-Term Rental Certificate. The owner or agent shall affix the short-term rental certificate in a highly visible location, within six feet of the main entry door of the short-term rental unit to which it applies.
- ~~C.~~ ~~Exterior Display of Notice.~~ A notice provided by the city containing a 24-hour, seven days per week, local contact name and phone number of the owner or agent responsible for the short-term rental unit, the number of bedrooms, the maximum number of occupants permitted to stay in the unit, and the maximum number of vehicles allowed shall be posted by the owner or agent in a readily visible location on the exterior of the short-term rental unit. The notice shall be a standardized design with a minimum size of four inches by six inches. The notice shall be in plain view of the general public and shall be maintained in good condition by the owner or agent. Short-term rental units that are the primary residence of the owner and which the owner continues to occupy during the short-term rental are exempt from the requirements of this subsection.
- ~~DB.~~ Special Events. Weddings, corporate events, commercial functions, and other similar events are allowed. Any such events that cause traffic, parking, noise, disorderly conduct, or other impacts in excess of those associated with a residential dwelling unit are prohibited at the short-term rental unit or on the property on which the short-term rental unit is located.
- ~~EC.~~ Permitted Occupancy. The owner or agent shall limit the overnight occupancy of the short-term rental unit to no more than a cumulative total per short-term rental unit of two persons per room plus one additional person per unit (excluding bathrooms, storage rooms, mud rooms, hallways, or other areas not normally associated with overnight occupancy). In addition, the occupancy shall not exceed the stated occupancy listed for the property on the listing platform. All other applicable occupancy laws shall apply.
- ~~FD.~~ Parking, Trash/Refuse Regulations and Avoidance of Public Nuisance. Owners must ensure that overnight guests comply with all applicable city of Bainbridge Island regulations and ordinances related to parking, trash

Commented [9]: The City is directing the public to the STR public portal, where residents interested in neighboring STRs can find more useful information than solely the permit number:
Address
Local Contact Name
Local Contact Phone #
No. of Bedrooms
Occupancy
Parking Spaces
Permit #

Commented [10]: Removing due to resident feedback, and redirecting residents/neighbors to the public portal for the same information that can be found on this small sign.

and refuse, and noise, including, but not limited to, Chapters 8.16, 9.70, and 10.08 BIMC.

- GE. Disposable Food Service Ware and Waste Reduction Regulations. Owners and agents must comply with the provisions of Chapter 8.24 BIMC as they apply to lodging establishments.

Section 6. Complaint, verification, and hearing process. BIMC 5.38.080.A, is hereby amended to read as follows:

- A. The city shall provide a system for citizen complaints about short-term rentals, such as See-Click-Fix, to be submitted for review by the city manager or designee. Any such complaint must be accompanied by evidentiary material, such as time stamped photos, recordings, or statements. All citizen complaints will be verified by the city manager or designee.

Commented [11]: Directing residents to the City's central reporting platform.

Section 7. Penalties and enforcement. BIMC 5.38.090, is hereby amended to read as follows:

Commented [12]: This section is re-written to allow the City to pursue NOV's instead of NOIs.

~~Any person or entity violating any provision of this chapter shall have committed a civil infraction and shall be assessed a monetary penalty as provided in BIMC 1.24.010. A person or entity violating any provision of this chapter shall have committed a separate civil infraction for each day or portion of which the violation is committed, continued, or permitted and is punishable accordingly.~~

A. The city manager, or designee, may investigate any structure or use which it reasonably believes does not comply with the standards and requirements of this chapter.

B. Whenever the city manager or designee determines that a person or entity has violated the provisions of this chapter, the city manager, or designee, may issue the person or entity a notice of violation in accordance with BIMC 5.38.090.C below.

C. Notice of violation.

1. Contents. A notice of violation shall state separately each standard or requirement violated, state what corrective action (if any) is necessary to comply with the standards or requirements, set a reasonable time for compliance, and explain the appeal process and specific information required to file an appeal.

2. Service. A notice of violation shall be served upon the person or entity by personal service or via certified mail, with return receipt requested, to the short-term rental unit that is the subject to the notice of violation and the last known address of the person or entity.

3. Posting. A copy of the notice shall be posted at a conspicuous place on the short-term rental unit, unless posting the notice is not physically possible.

4. Amendments. A notice of violation may be amended at any time in order to correct clerical errors or cite additional authority for a stated violation.

5. Appeals. The person or entity named in a notice of violation, issued pursuant to this chapter, may appeal the notice by requesting such appeal within 10 calendar days after being served with the notice. When the last day of the period so computed is a Saturday, Sunday, or a federal or city holiday, the period shall run until 4:30 PM on the next business day. The request shall be in writing and include an appeal fee as specified in the city's fee schedule adopted by resolution of the City Council. Upon receipt of the appeal request, the city shall schedule an appeal hearing before the Hearing Examiner who is hereby authorized to review all such appeals. Notice of the hearing shall be sent to the appellant and/or the person(s) named on the notice of violation, or as may be otherwise requested by the appealing party. At or after the appeal hearing, the Hearing Examiner may: sustain the notice of violation a; withdraw the notice of violation; continue the review to a date certain for receipt of additional information; or modify the notice of violation, which may include an extension of the compliance date.

The decision of the Hearing Examiner shall be final and conclusive unless appealed. An appeal of the decision of the Hearing Examiner must be filed with superior court within 21 calendar days from the date the Hearing Examiner's decision was transmitted to the person or entity to whom the notice of violation was directed, or is thereafter barred. The cost for transcription of all records ordered certified by the superior court for such review shall be borne by the appellant.

6. Final unless appealed. Unless an appeal is filed in accordance with subsection 5 above, the notice of violation shall become the final administrative order of the city.

7. Civil penalty. In addition to any other sanction or remedial procedure which may be available, any person violating or failing to comply with any of the provisions of this chapter shall be assessed a monetary penalty ~~as provided in BMC 1.24.010~~ in the amount of \$500 for each day or portion of which the violation is committed, continued, or permitted from the date set for compliance until the date of compliance. The penalty imposed by this section may be collected by civil action brought in the name of the city.

8. Recording. A copy of the notice of violation may be filed and recorded with the Kitsap County Auditor's Office.

Commented [13]: Second of two revisions from previous version presented on March 24, 2026. Clarifying language.

Section 8. Authority to enforce. BIMC 5.38.100, is hereby added to BIMC 5.38 to read as follows:

5.38.100 Authority to enforce.

The City Manager, or designee, is charged with the responsibility of enforcing the rules and regulations of this chapter.

Commented [14]: Clarifying language

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

Section 10. Effective Date. This ordinance shall take effect and be in full force five (5) days after its passage and publication as required by law.

PASSED BY THE CITY COUNCIL this ____ day of ____, 2026.

APPROVED BY THE MAYOR this ____ day of ____, 2026.

Clarence Moriwaki, Mayor

ATTEST/AUTHENTICATED:

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 2026-03



**CITY OF
BAINBRIDGE ISLAND**

**Discuss
Ordinance 2026-03
Adopting Clarifying
Updates to
BIMC 5.38
Short-Term Rentals**

**Prepared for
City Council
*August 18, 2026***



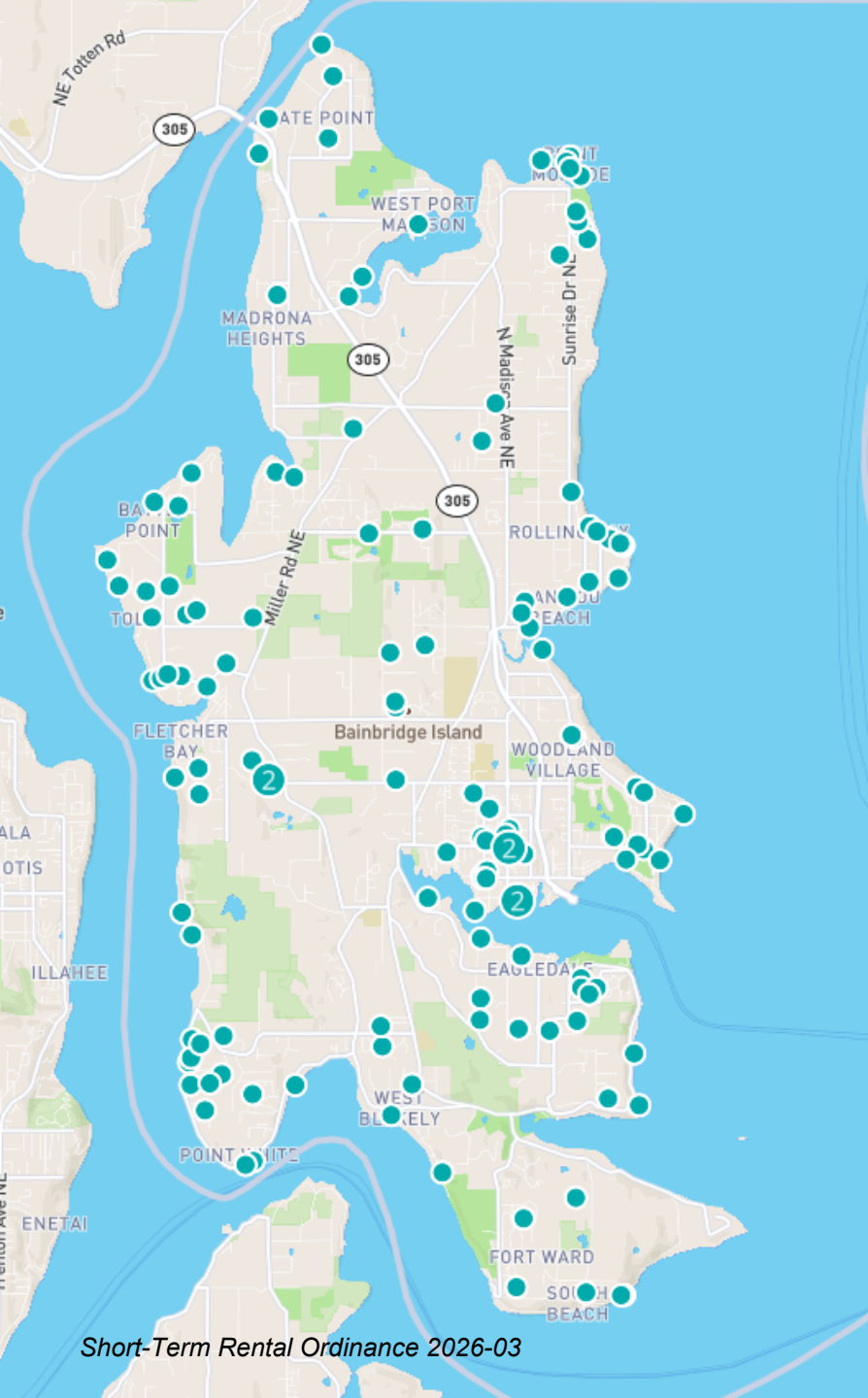
Short-Term Rental Status

Since Short-Term Rental (STR) Ordinance in-effect Sept. 30, 2024

- 200 Applied
 - 120 New City Business Licenses
- 6 STR-Related Noise & Party Violations
 - Involving 3 properties

155 Current Registrations

- 97% Registration Rate



Introducing Ordinance 2026-03

Amendments in 2026-03 accomplish three main goals:

1. Clarifies short-term rental definition
2. Updates penalties and enforcement section
3. Minimizes community confusion by streamlining redundant registration & notice requirements

To preserve the discussion requested by Council and to avoid confusion related to version control, only two revisions were made to version presented on March 24, 2026:

1. *Update of the Purpose Statement in Section 1*
2. *Clarifying language to the Penalties and Enforcement Section 7*

Thank You



**CITY OF
BAINBRIDGE ISLAND**



City Council Study Session Agenda Bill **Tuesday, August 18, 2026**

Agenda Item: (6:45 pm) Discuss Priority for the Post Adoption List; Topics to be Considered by the Planning Commission After Completion of the Comprehensive Plan Update

Department: City Council Study Session

Agenda Section: Regular Business

Estimated Time: 20 Minutes

Recommendation:

Provide direction on which items on the Post Adoption List shall take top priority.

Narrative:

During the process to update the Comprehensive Plan, some issues of interest were identified, but it was determined that they did not need to be addressed in the Comprehensive Plan. Staff and the Planning Commission have captured these items for review and recommendation to Council following the adoption of the comprehensive plan. The Planning Commission has produced many items to be added to what is now being referred to as the "Post Adoption List" (PAL).

To date, the Post Adoption List consists of:

- Develop a Park Zone or Park Overlay with associated standards
- Discuss a Civic & Cultural Overlay with associated standards
- Develop a Mandatory Inclusionary Zoning program for the Ferry & High School Zones
- Consider adding back the Bonus FAR provisions for Public Benefits, including

- improving the Transfer of Development Rights program
- Consider Additional Middle Housing regulations
- Consider Form-Based Codes for certain areas of the Island
- Complete Subarea Planning processes for the Ferry and High School Zones
- Study adopting a minimum Floor Area Ratio (FAR)
- Consider adding "in lieu" fees to any Mandatory Inclusionary Zoning program

The request is to establish a prioritization of the post-adoption list through designating three to five items as a top priority group, to be addressed by the Planning Commission ahead of the other items, in tandem with on-going Planning Commission responsibilities. It is also acknowledged that this is not a static list, and other items will be identified for future Planning Commission work by the Council, Planning Commission and City staff.

Working with the Steering Committee, guidance has been to recommend that the top priority group be the Park Zone/Overlay, the Civic and Cultural Overlay, and Mandatory Inclusionary Zoning. The Planning Commission completed their work on a recommendation for a Mandatory Inclusionary Zoning program at the July 23rd meeting. Additional discussion is expected at this Council study session, such as on potential mandatory inclusionary zoning for the Core and Connection Zones.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Post Adoption List for Planning Commission Presentation for CC 08182026



**CITY OF
BAINBRIDGE ISLAND**

Discuss and Determine Priorities for Topics After Adoption of the Comprehensive Plan

Prepared for
City Council
August 18, 2026



Current Post Adoption List

- Develop a Park Zone or Park Overlay with associated standards
- Discuss a Civic & Cultural Overlay with associated standards
- Develop a Mandatory Inclusionary Zoning program for Core and Connection District Zones
- Consider adding back the Bonus FAR provisions for Public Benefits, including improving the Transfer of Development Rights program
- Consider Additional Middle Housing regulations
- Consider Form-Based Codes for certain areas of the Island
- Complete Subarea Planning processes for the Ferry and High School Zones
- Study adopting a minimum Floor Area Ratio (FAR)
- Consider adding “in lieu” fees to any Mandatory Inclusionary Zoning program

***Other topics will be added as identified by the Planning Commission, Council and staff*

Recommended Top Priority Group

- ❖ Develop a Park Zone or Park Overlay with associated standards
- ❖ Discuss a Civic & Cultural Overlay with associated standards
- ❖ Develop a Mandatory Inclusionary Zoning program for Core and Connection District Zones

Other, as determined by Council discussion