



ISLAND CENTER SUBAREA PLANNING
STEERING COMMITTEE
WEDNESDAY, MAY 16, 2018
6:30-8:30 PM
***COUNCIL CHAMBER, CITY HALL**
280 MADISON AVENUE N
BAINBRIDGE ISLAND, WA 98110

AGENDA

***NOTE: Meeting Location Change**

- | | |
|---------|--|
| 6:30 PM | Call to Order, Agenda Review, Conflict Disclosure |
| 6:35 PM | Review and Approve Minutes – May 2, 2018 |
| 6:40 PM | Future Community Meeting Planning <ul style="list-style-type: none">• Meeting Date• Meeting Format & Information to Present• Public Outreach, Survey Development |
| 8:00 PM | Estimated Project Schedule |
| 8:20 PM | Discuss Agenda for Next Meeting: June 6 |
| 8:25 PM | Public Comment |
| 8:30 PM | Adjourn |

****TIMES ARE ESTIMATES****

Public comment will be taken after each agenda item is completed. Public comment time at meeting may be limited to allow time for Committee members to deliberate. To provide additional comment to the City outside of this meeting, e-mail us at pcd@bainbridgewa.gov or write us at Planning and Community Development, 280 Madison Avenue, Bainbridge Island, WA 98110

For special accommodations, please contact Jane Rasely, Planning & Community Development 206-780-3758 or at jrasely@bainbridgewa.gov

REVIEW AND APPROVAL OF MEETING AGENDA
REVIEW AND APPROVE NOTES FROM APRIL 18, 2018 MEETING
DISCUSS ISLAND CENTER PLANNING AREA BOUNDARY
FINALIZE DRAFT VISION STATEMENT FOR ISLAND CENTER
REVIEW LIST OF ISLAND CENTER ISSUES
DISCUSS ADDITIONAL INFORMATION NEEDED
PUBLIC MEETING PLANNING
DISCUSS AGENDA FOR NEXT MEETING
PUBLIC COMMENT
ADJOURN

REVIEW AND APPROVAL OF MEETING AGENDA

Chair Maradel Gale called the meeting to order at 6:33 PM. Committee Members in attendance were Scott Anderson, Donna Harui, Adam Matschek, Vice Chair Lisa Neal, Micah Strom and Joseph Dunstan (Design Review Board). Tracy Collier, Sherri Eckert, Michael Loverich, Michael Killion (Planning Commission) and Sarah Blossom (City Council) were absent and excused. City Staff present were Planning Director Gary Christensen, Engineering Manager Mike Michael, Senior City Planner Jennifer Sutton and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

The agenda was reviewed. There were not any changes made. There were not any changes in the status for the Committee Members.

REVIEW AND APPROVE NOTES FROM APRIL 18, 2018 MEETING

Vice Chair Neal proposed amendments to the minutes in areas she had input. The minutes were approved as amended.

DISCUSS ISLAND CENTER PLANNING AREA BOUNDARY

**Motion: I move that we call the
Island Center Special Planning Area Number 1, our Island Center Special Study Area Number 2.*
Anderson/Strom – Passed Unanimously**

*Staff Note: Number 1 is an INNER Boundary, and Number 2 is an OUTER Boundary

Public Comment

Andy Klavins, Citizen – Spoke in favor of sending public meeting notices to those within the “sphere of influence” and traffic studies.

FINALIZE DRAFT VISION STATEMENT FOR ISLAND CENTER

A final DRAFT Vision Statement was agreed upon (see attached).

REVIEW LIST OF ISLAND CENTER ISSUES

A draft list of Island Center Issues was agreed upon (see attached).

Public Comment

David Graf, Citizen - Spoke in favor of adding critical aquifer recharge area or water concerns to the draft Vision Statement.

Linda Mallin, Citizen – Spoke in favor of recognizing the Island’s history and the inter-relation of transit around the island.

DISCUSS ADDITIONAL INFORMATION NEEDED

Vice Chair Neal spoke about needing a traffic study and asked about new design guidelines for the Island Center Neighborhood Center.

PUBLIC MEETING PLANNING

Preferred date determined to be Wednesday June 13 and second choice June 11. Chair Gale asked for the new Communications Coordinator to be part of the next meeting with ideas on advertising the public meeting.

DISCUSS AGENDA FOR NEXT MEETING

The agenda for the next meeting should include planning for the future public meeting and the future project timeline/schedule.

PUBLIC COMMENT

None.

ADJOURN

The meeting was adjourned at 8:26 PM.

**DRAFT Vision Statement: Island Center Subarea Planning
May 2, 2018 Steering Committee Meeting**

Island Center is an area rich in natural resources that we strive to maintain, enhance and restore. It provides residents and others with an abundance of diverse outdoor activities to enjoy and a small variety of parks, open space and other places to gather as a community. Its ability to provide residents with a sense of community has served its residents well. Proximity to the Grand Forest is a special feature of Island Center and visitors to the Grand Forest often explore the Island Center business community as well.

A network of local trails and paths gives its residents and others a safe way to move about without fear of vehicle traffic. Traffic calming measures and improved intersections make roads in Island Center safer and provides pedestrians, cyclists and those using alternative modes of transportation a safe option.

Local commerce provides the area with a small diverse option of appropriately scaled businesses that serve the community well and blend into the area.

Diverse new housing has been incremental in-fill through the years. Limited zoning changes provide better use of the natural topography and promote safety while keeping the original feel of the small tight knit community of Island Center now and for years to come.

Business and residential developments and zoning preserve, enhance and strive to improve and restore the existing beauty of the land and water: Issei and Springbrook Creeks and Fletcher Bay.

May 2, 2018 Steering Committee Comments: DRAFT List of Issues
(Amendments to 2002 DRAFT Island Center Plan *Vision and Goals for Island Center*)

- Enhance the sense of community at Island Center, so that it is a place where people want to meet and spend time.
- Recognize and celebrate the history of Island Center.
- Recognize the importance of the existing business community and help it thrive. Encourage the creation of new, sustainable appropriately-scaled businesses that benefit the community and are appropriate in scope and size and tasteful in design.
- Consider some higher density housing aimed at moderate income residents, provided that the increased density is accompanied by a public benefit.
- Improve traffic circulation and traffic safety. Improve safety for vehicles entering and exiting Miller Road. Consider adding traffic-calming features and intersection improvements.
- Add sidewalks, trails and pedestrian-scaled amenities to make the area a safer, enjoyable place for pedestrians, equestrians, cyclists, public transit and alternative modes.
- Improve parking and enhance accessibility and access for businesses in Island Center, the Grand Forest and Island Center Hall.
- Preserve, protect, and restore natural features—forests, vegetation, streams and the bay.
- Protect surface and ground water, including aquifer recharge.
- Recognize and protect wildlife.
- Recognize and encourage continued agricultural and horticultural uses.
- Provide better visual and public access to Fletcher Bay and the Grand Forest.
- The environment is well protected with enhanced storm water runoff measures and improved septic systems. The impact of the area has not affected our natural resources and it has continued to be an important concern in this area.
- Demand creative and resourceful solutions that embrace the land and that are oriented to those living/working in the neighborhood.
- Provide a community gathering place with a covered area, picnic tables, playground, basketball court & open space with plenty of parking for the area.
- To maintain the cool, wooded atmosphere enjoyed by the residents of Island Center for over one hundred years, development is restricted to current zoning allowances; undeveloped parcel owners may purchase development rights from owners in the immediate Island Center area in order to increase density, however.

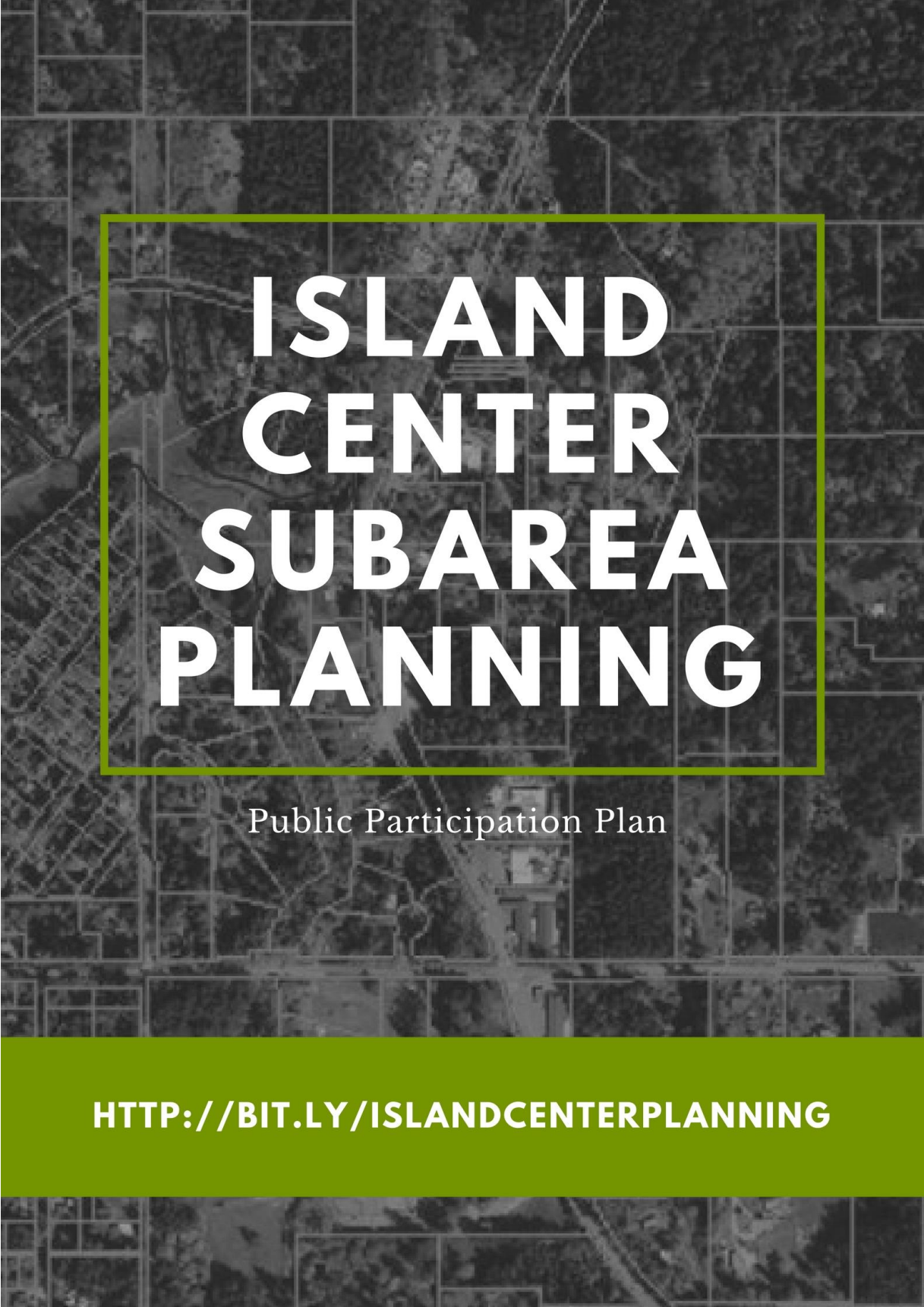


CITY OF
BAINBRIDGE ISLAND

Island Center Subarea Planning Steering Committee Meeting

May 2, 2018 6:30 – 8:30 PM

[illegible]



ISLAND CENTER SUBAREA PLANNING

Public Participation Plan

[HTTP://BIT.LY/ISLANDCENTERPLANNING](http://bit.ly/islandcenterplanning)

Introduction

The Island Center Neighborhood Center is classified as a designated center in the City of Bainbridge Island Comprehensive Plan.

These areas have land uses and conditions that are unique to the area and would benefit from a subarea planning process. The subarea planning process will address issues such as current land uses, future mix and location of uses and densities, transportation, utilities, public facilities, amenities and natural resources. The result of a subarea planning process is a subarea (or neighborhood) plan which will be incorporated in the Comprehensive Plan. The Subarea Planning Process is outlined in Bainbridge Island Municipal Code (BIMC) Section 2.16.210. The City Council has appointed a steering committee composed mostly of residents and business owners in or nearby Island Center. The Island Center subarea planning process is expected to last 12-18 months. This Public Participation Program outlines the timing of the Update process, and describes opportunities for public participation throughout.

Goals

Overall goals of this Public Participation Program are to:

- Provide objective information to assist the public in understanding issues and solutions related to the Island Center Subarea Planning Process.
- Provide opportunities to the public to contribute ideas and provide feedback through all phases of the subarea planning process.
- Improve the involvement of traditionally under-represented audiences.
- Make the Update process accessible and engaging to interested participants by using a variety of media, plain language, and easy-to-understand materials.

Island Center Steering Committee

The Island Center Steering Committee was created by the City Council to guide and oversee the Comprehensive Plan Update process. The steering committee is comprised of nine members, with liaisons from the City Council, Planning Commission, and Design Review Board.

Adam Matschek

Scott Anderson

Donna Harui

Sherri Eckert

Lisa Neal

Tracy Collier

Maradel Gale

City Council Liaison: Sarah Blossom

Micah Strom

Planning Commission Liaison: Michael Killion

Michael Loverich

Design Review Board Liaison: Joe Dunstan

Opportunities for Public Involvement

All regular meetings of the Island Center Steering Committee will be advertised and open to the public, with designated public comment opportunities at the beginning and end of each meeting. The City is committed to providing multiple opportunities for the public to engage in the subarea process. The City will host larger neighborhood public meetings beginning in the spring of 2018 and continue through the Spring/ Summer 2019. Most meetings will be hosted by the Island Center Subarea Planning Steering Committee, the Planning Commission or City Council an estimated timeline is below. The City will strive to provide two-week notice or more on all public meetings related to the Island Center Subarea Planning Process.

In-Person Public Participation Opportunities	
Outreach Meetings	Timeline
Island Center Subarea Planning Process Neighborhood Kick-off	<i>Estimate</i> April 18, 2018
Planning Commission Briefing	May, 2018
Island Center Character Meeting (Uses, Densities, Natural Resources)	October, 2018
Island Center Infrastructure Meeting (Transportation, Utilities)	October, 2018
Planning Commission Review: DRAFT Subarea Plan	Winter 2018/2019
City Council Review: DRAFT Subarea Plan	Spring 2019

April 18, 2018: Island Center Subarea Planning Process Neighborhood Kick-off and Survey Launch

This neighborhood meeting will be the first community meeting for the Island Center Subarea Planning Process. The neighborhood meeting will have two purposes: inform the public about the process and begin to identify community priorities. The neighborhood meeting will include a presentation and have time set aside for questions and answers, and part interactive Open House where community members can begin to identify concerns in the following topic areas: Transportation, Utilities, Public Facilities, Uses/Densities, Natural Resources, and Amenities. An electronic survey should be launched at this meeting that allows for broader public participation in identifying areas of focus and concern. (approximately two hours) The survey will be available to the public until May 1, 2018 (estimate). After the survey is a completed, a report will be drafted for the Planning Commission outlining the feedback received during the neighborhood meeting and through the survey.

Early October 2018: Island Center Character Workshop

This workshop will focus on topic areas that directly impact the character of Island Center. Participants will breakout into small groups and answer questions regarding land uses, densities, and natural resources. The workshop will alternate between breakout sessions and large group report outs. (approximately three hours)

Late October 2018: Island Center Infrastructure Workshop

This meeting will be formatted similarly to the Island Center Character Workshop, but will focus on the areas of transportation, utilities, public facilities, and community amenities.

Winter 2018/2019: Planning Commission Review

At this time the public will have another opportunity to comment to the Planning Commission on a DRAFT Subarea Plan proposed by the Steering Committee. This may be an iterative process that takes place over multiple meetings, including public hearings. The Planning Commission will recommend a DRAFT Island Center Subarea Plan to the City Council.

City Council Review: Spring 2019

The City Council will accept the Planning Commission's recommended DRAFT Island Center Subarea Plan, and discuss over several public meetings. The public will be able to comment to the City Council on the DRAFT Island Center Subarea Plan at all meetings. The Council may also make changes to the draft subarea plan. The Council will hold a public hearing on the proposed subarea plan, and then will vote to approve changes to the Plan.

Outreach Methods and Tools

The overall objective of this Public Participation Plan is to describe how the City will engage the community during the Subarea Planning Process. Public participation methods and tools may vary by phase of the Update process. This Public Participation Program may continue to be reviewed and refined throughout the Update process, if needed. The City will take advantage of all modes of communication to engage the community. Public outreach will consist of in-person outreach efforts, traditional media and advertising, and outreach efforts utilizing technology and social media. Public meetings shall be noticed as far in advance as possible, and the City shall strive to provide two-week notice.

In-person Outreach methods

- In-person presentations at group meetings, i.e. School Board or Parent Teacher Association meetings, or meetings of existing neighborhood groups.

Traditional media and advertising

- Press releases to local papers, blogs and newsletters
- Utilize community organization email lists, newsletters and social media
- Flyering for Meeting Events in Island Center
- Bainbridge Community Broadcasting
- Mail Postcard with Meeting Schedule to neighbors
- Send emails to current City email listservs, volunteer lists and citizen advisory groups

Technology and Social media

- City Website
 - Background information, previous draft Island Center subarea plan, useful weblinks to planning resources, and materials prepared for public meetings should be available to the

public on the City's project webpage

- Notify Me – There is a listserv for the public to sign up for *Island Center Subarea Planning Process*
- Press releases related
- Posting Island Center Subarea Plan events and meetings to the calendar on the City website
- Online Survey Tool
- City Facebook page
 - Posting events, meetings, and stories related to Council, committees, and City Admin
- Twitter
- Weekly City Manager Update

Potential Groups for Outreach:

Citizen Advisory Groups

Affordable Housing Taskforce
Climate Change Advisory Committee
Design Review Board
Environmental Technical Advisory Committee
Historic Preservation Commission
Lodging Tax Advisory Committee
Multi-Modal Transportation Advisory Committee
Planning Commission (see *Role* above)
Marine Access Committee
Utility Advisory Committee

Other Public Agencies

Bainbridge Island School District
Bainbridge Island Fire Department
Bainbridge Island Metro Park and Recreation District
Suquamish Tribe
Kitsap Transit
Kitsap Public Health District
Puget Sound Energy

Community Groups

Arts and Humanities Council
Association of Bainbridge Communities
Bainbridge Business Women

Bainbridge Community Foundation
Bainbridge Island Land Trust
Bainbridge Island Lodging Association
Bainbridge Island Senior Community Center
Bainbridge Island Watershed Council
Chamber of Commerce
Congregation Kol Shalom
Friends of the Farms
Filipino American Community
Helpline House
Housing Resources Board
League of Women Voters
Rotary Club of Bainbridge Island
Squeaky Wheels Bicycle Club
Sustainable Bainbridge

DRAFT