
CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure
ORDINANCE 2018-20 SUBDIVISION DESIGN STANDARDS – Workshop & Study Session
SHORELINE MASTER PROGRAM AMENDMENT RELATED TO CRITICAL AREAS
ORDINANCE INTEGRATION – Continued Public Hearing
ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING &
18.15.010 LANDSCAPING ETC. - Study Session
PUBLIC COMMENT
NEW/OLD BUSINESS
ADJOURN

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

Chair J. Mack Pearl called the meeting to order at 6:34 PM. Planning Commissioners in attendance were Jon Quitslund, Don Doman, Kimberly McCormick Osmond and William Chester. Michael Killion and Lisa Macchio were absent and excused. City Staff present were City Attorney Joe Levan, Long Range Senior Planners Christy Carr and Jennifer Sutton and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

The agenda was reviewed and New/Old Business removed. There were not any conflicts noted.

ORDINANCE 2018-20 SUBDIVISION DESIGN STANDARDS – Workshop & Study Session

City Consultants Jonathan Davis and Charlie Wenzlau led the study session (see attached presentation).

**SHORELINE MASTER PROGRAM AMENDMENT RELATED TO CRITICAL AREAS
ORDINANCE INTEGRATION – Continued Public Hearing**

Misty Blair from Washington Department of Ecology was present for the public hearing.

The public hearing was continued at 9:02 PM.

Public Comment

Dick Haugan, Citizen – Spoke against integrating the CAO into the SMP.

Michael Zigich, Citizen – Spoke against the joint review process with Department of Ecology.

Laura Peterson, Citizen – Spoke about due process, transparency and doing the right thing.

Motion: I recommend we close the hearing with the idea that the CAO will not go forward and that we will then make a combined amendment that includes the CAO and the non-conforming issue and go ahead with public notice on that issue and proceed wherever that takes us.

Chester/Doman: Passed Unanimously

The public hearing was closed at 9:42 PM.

**ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING
& 18.15.010 LANDSCAPING ETC. - Study Session**

Moved to next agenda.

PUBLIC COMMENT

None.

NEW/OLD BUSINESS

Removed from agenda.

ADJOURN

The meeting was adjourned at 9:52 PM.

Approved by:


J. Mack Pearl, Chair


Jane Rasely, Administrative Specialist



PLEASE PRINT

[illegible]

COMMUNITY DEVELOPMENT ORDINANCE

DESIGN GUIDELINES & DEVELOPMENT STANDARDS

June 7, 2018

Prepared by Davis Studio Architecture + Design and Wenzlau Architects

GENERAL DEVELOPMENT STANDARDS

The following standards shall apply to the creation of short and long subdivisions. These changes to the standards are recommended to implement Design Guidelines. The code update will include modifications to the Dimensional Standards Table 18.12.020 based upon the specifics of each zoning designation.

1. Natural Space is required
2. Community Space is required
3. Parking may be located outside of individual lots
4. Lots may be separated from public ROW or private access ways.
5. Use maximum Homesite Size, no minimum-maximum lot size unless set by Kitsap County Health
6. Use maximum Homesite Coverage, no maximum lot coverage
7. Subdivision within MUTC is allowed
8. Zero lot line is allowed

NATURAL SPACE STANDARDS

Consistent with the Critical Areas and preservation of island character, all site plans shall protect related sensitive areas and existing forest stands consistent with dimensional standards. Natural areas must be permanently protected with deed restrictions. Natural areas may be within proposed lots and shall be permanently designated for use by all community members with similar deed, covenants or easement. Natural areas are not required to be public.

- 1) Natural Space requirement shall vary based upon zone.
- 2) Sites without Critical Areas, shall achieve minimum percentage natural areas through protection of forested areas.
- 3) Sites where Critical Areas and forested areas do not meet minimum natural area requirement, one or a combination of the following Natural Area Options is required:
 - a. Site Restoration
 - b. Creation or preservation of farmland
 - c. Creation or preservation of existing meadows or natural features
- 4) Natural Area Options (3 above) shall be limited to areas outside of Homesites.
- 5) Area associated with any Tree protection zone shall count towards minimum Natural Area requirement.
- 6) Natural Area minimum within the MUTC may be achieved by compliance with tree retention requirements.
- 7) Trail access, along with future off site trail access, which connects to adjacent neighborhoods or open spaces shall be permanently dedicated for public use.

COMMUNITY SPACES STANDARDS

To promote community interaction within neighborhoods, proposed site design shall include community spaces. Community Space can include active and passive recreation spaces, areas for food production, etc. Community spaces may be within proposed lots and shall be permanently designated for use by all community members with deed, covenants or easement. Community areas are not required to be public.

- 1) Community space requirement shall vary based upon zone.
- 2) Community space may be located within lots, but must be outside of Homesites.
- 3) Trail access, along with future off site trail access, which connects to adjacent neighborhoods shall be permanently dedicated for public use.
- 4) Community space may be within ARPA when used for passive recreation or other uses consistent with ARPA.

DESIGN GUIDELINES

The following Guidelines shall be followed for the creation of all communities. The applicant will need to show to staff, the Design Review Board and the Planning Commission, how each of these Guidelines have been addressed in the preliminary design phases of a project prior to the Pre-Application. The Guidelines will include specific criteria to identify intent and set basis for compliance. Show familiarity with intent of Guidelines during Concept meeting and then compliance with Guidelines during Pre-App.

A) NATURAL ENVIRONMENT

1. Preserve Natural Areas

Intent: To preserve existing natural areas including forests and other significant natural features.

Guideline: Site design shall integrate preservation of forests, meadows, and natural features into the community design.

2. Farmlands

Intent: To preserve the rural character of fields and local food production

Guideline: Existing farmlands shall be recognized as natural areas.

3. Site Restoration

Intent: Restore ecological functions to disturbed areas.

Guideline: Sites where Natural Areas are less than minimum requirement may restore previously disturbed or non-native conditions with site restoration. Restoration Areas shall achieve predevelopment infiltration conditions with soil amendments and native planting.

Community spaces, where compacted during development, shall have soil amended to predevelopment conditions.

4. Recognize Special Trees

Intent: Protect trees which reinforce island history or character

Guideline: Special trees located outside of natural areas shall be protected. These may include trees of historic significance, unique species or character which may not otherwise be protected as significant or within protection zone.

5. Integrated Infiltration

Intent: Integrate infiltration (septic and stormwater)

Guideline: Emphasis shall be given to integration of surface infiltration strategies including dispersion systems, raingardens, pervious paving and natural ponds.

6. Wildlife Corridors

Intent: To preserve wildlife corridors

Guideline: Where wildlife corridors are mapped, Natural Areas shall be connected to adjacent off-site natural areas to allow for wildlife corridors.

B) SITE DESIGN

7. Community Space

Intent: Promote community interaction/connection with use of outdoor spaces

Guideline: Community space(s) shall be centrally located with adjacency to majority of the Homesites. Types of preferred spaces include central greens, pea patches, gardens, orchards, play fields etc. Community spaces may include buildings which serve residents including greenhouses, tool storage, social space or other shared indoor space. Community building may include 1 guest room.

8. Solar Access

Intent: Ensure daylight is allowed to Homesites for energy production and well-being.

Guideline: Homesites shall be oriented in relation to forested areas and open spaces to maximize solar access. Tree planting and building massing shall minimize shading to adjacent homes. Solar access shall be provided to a majority of the homes.

9. Cluster Homesites

Intent: To promote community interaction and reduce development impacts, Homesites shall be located into discrete groupings.

Guideline: Homesite shall be located with maximum separation from adjacent Homesite. The maximum separation will vary by zone. Projects with more than 10 homes shall create separate Homesite Clusters each with its own Community Space.

10. Trail Connections

Intent: To provide safe walking routes within communities and to surrounding neighborhoods

Guideline: Projects shall provide a pedestrian connection through the site to adjacent established trails. Sites without adjacent trails shall provide public easement identifying potential future trail connections. Each project shall establish a network of walking paths which connect Homesites to Community and Natural Spaces.

11. Fence Design

Intent: To avoid solid fenced rear yards facing public ROW.

Guideline: For sites where yards face a public street (alleyways excluded) the fence height shall be of any construction and shall not exceed 3.5 feet in height. Where the fence which exceeds 3.5 feet, it shall be set back a minimum of 15' and planted with full screen buffer on the street side of the fence.

12. Facing Public Ways

Intent: To reinforce neighborliness of homes facing the street

Guideline: Homes along public streets shall have their entry oriented to the street. Porches and outdoor spaces are encouraged. Homes on corner lots may face side yard to street.

13. Minimizing Driveways

Intent: Minimize driveway paving, garages shall be located close to access way.

Guideline: When garages are located within a Homesite, the garage should be located adjacent to the access way. Garages facing street shall be limited to two cars. If garages are located to side or rear of the home, they should use shared driveways.

14. Recognize Historic and Cultural Resources

Intent: Sites should identify and preserve historic and cultural resources

Guideline: Site plans with features (buildings, natural features or as identified by local experts) shall preserve or recognize resources with appropriate signage.

C) REDUCE SITE IMPACTS

15. Narrow Roadways

Intent: Reduce impervious surfaces by using minimum road length and width

Guideline: Site design shall utilize 12' paved road surface with pull outs unless a wider standard is required. Clustered parking is encouraged.

16. Clustered Parking

Intent: Reduce impervious surfaces by eliminating roadways serving individual Homesites.

Guideline: Parking may be located outside of Homesite along access way, in shared parking areas or shared garages. Covered parking, if provided, is limited to 5 spaces per building and shall be separated from adjacent covered parking with landscape islands. Garages, where remote from Homesite, shall be deed restricted to serve related homesite.

17. Limit Area of Disturbance

Intent: to reduce disturbance of natural areas

Guideline: Areas of construction activity shall be limited to Homesites and approved improvements within Community Spaces. During construction perimeter of all homesites and other development areas shall be fenced with 6' tall construction fencing. Activity within natural areas shall be consistent with ARPA and tree protection.

18. Natural Storm Ponds

Intent: Stormwater ponds shall appear as natural feature.

Guideline: Stormwater ponds shall be designed as "constructed wetlands" with shallow slopes and native vegetation to appear as natural feature. Fencing if used shall be visually open (split rail) and less than 3'6" tall. Constructed wetlands may be considered as Natural Space when located within existing clearing. Conventional storm water ponds are prohibited within Natural and Community Spaces.

19. Innovative Septic

Intent: Site designs shall consider opportunity for innovative approaches to reduce septic impacts on natural environment.

Guideline: Septic systems may be located within Homesites, Community Spaces or Natural Spaces. Septic systems, when not within Homesite, shall be designed and located to minimize impacts to natural environment. Community septic systems are encouraged, if permitted.

D) HOMESITES

20. Homesite Footprint

Intent: To integrate building footprint, useable outdoor spaces, and vehicle parking within limited Homesite area.

Guideline: Applicant shall identify how building footprint and outdoor spaces can be efficiently configured within homesite, and how homesite accommodates a range of home designs and sizes.

21. Varied Home Design

Intent: to provide a range of house designs to add visual interest

Guideline: The home designs shall be varied in floor plan, elevations and massing to achieve a minimum of 1 plan for each 3 homes. Homes shall be dispersed within the neighborhood. Home types are encouraged to have shared details to provide continuity within the overall design.

22. Housing Diversity

Intent: to provide a range of household sizes and affordability

Guideline: The house sizes shall be varied to provide a range of sizes. At least 20% of the homes must be 25% smaller than average home size and 20% may be 25% larger than average home size.

23. Useable Sideyards

Intent: To ensure useable spaces between buildings

Guideline: The average distance between homes shall be not less than 10' to ensure the spaces are usable and allow for solar access, except in zero lot line homes.

24. Sustainability

Intent: to ensure site planning supports strategies for sustainability

Guideline: All homes and community buildings should be designed to reduce their environmental footprint, reducing consumption of limited resources and be built to high levels of sustainability standards, supported by City-wide green building code.