



PLANNING COMMISSION
SPECIAL MEETING
THURSDAY, AUGUST 23, 2018
7:00 – 9:00 PM
COUNCIL CHAMBER
280 MADISON AVE N
BAINBRIDGE ISLAND, WA 98110

AGENDA

- 7:00 PM CALL TO ORDER
 Call to Order, Agenda Review, Conflict Disclosure
- 7:05 PM REVIEW AND APPROVE MINUTES
 May 24, 2018
 May 31, 2018
 June 7, 2018
 June 14, 2018
 June 21, 2018
 July 12, 2018
 July 26, 2018
 August 9, 2018
- 7:15 PM SUBDIVISION DESIGN GUIDELINES AND DEVELOPMENT STANDARDS
 Study Session
 Christy Carr, AICP, Long Range Senior Planner
- 8:55 PM NEW/OLD BUSINESS
- 9:00 PM ADJOURN

***** TIMES ARE ESTIMATES****

Public comment time at meeting may be limited to allow time for Commissioners 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**

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure
REVIEW OF MINUTES – April 26, 2018 and May 10, 2018
PUBLIC COMMENT – Accept public comment on off agenda items
JOINT LOCAL/STATE PUBLIC HEARING – Shoreline Master Program Amendment
SUBDIVISION STANDARDS AND REVIEW PROCEDURES
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 6:47 PM. Planning Commissioners in attendance were Jon Quitslund, William Chester, Michael Killion, Lisa Macchio, Kimberly McCormick Osmond and Don Doman. City Staff present were Planning Director Gary Christensen, Senior City Planner Christy Carr and Administrative Specialist Jane Rasely who monitored recording and prepared minutes. Washington Department of Ecology representative Misty Blair was also present.

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

REVIEW OF MINUTES – April 26, 2018 and May 10, 2018

Motion: I recommend approval of the minutes for the regular meeting of April 26 be approved as distributed.

Quitslund/Killion – Passed Unanimously

Motion: I recommend approval of the minutes from May 10.

Chester/Killion – Passed Unanimously

PUBLIC COMMENT – Accept public comment on off agenda items

None.

JOINT LOCAL/STATE PUBLIC HEARING – Shoreline Master Program Amendment

The public hearing was opened at 7:04 PM.

Public Comment

Dick Haugan, Citizen – Spoke against City Staff and asked the City to not put off changes to the SMP (see attached).

Bradley Scarp, Citizen – Asked the Planning Commission to consider what would happen to their tax base when all the properties were considered non-conforming.

Keith Butler, Citizen – Asked for it (the SMP Amendment) to be put on hold until the difficult work could be done.

Doug Hansen, Citizen – Spoke in support of Mr. Haugan's comments.

M.C. Halvorsen, Citizen – Spoke against making changes while the SMP was going through litigation.

Elise Wright, Citizen – Spoke in favor of moving the amendment forward and asked the shoreline owners to keep an open mind toward the process.

Brian Denault, Citizen – Spoke in support of working together and keeping it reasonable and actionable.

Michael Zigich, Citizen – Spoke in favor of continuing the good work the Planning Commission had started.

Jette Hammer, Citizen – Asked the Planning Commission to continue the process and not cut it short.

Bradley Scarp, Citizen – Spoke about bulkheads not being one size fits all.

Dick Haugan, Citizen – Said he was here to help.

The Public Hearing was held in abeyance.

Motion: I move to hold the public hearing on the integration of the CAO into the SMP open while we re-notice the public hearing to include non-conforming changes that the Planning Commission is recommending to the SMP and then to resume the public hearing to consider both the Critical Areas Ordinance integration and adoption of the non-conforming amendments into the SMP.

McCormick Osmond/Quitslund – Passed Unanimously

SUBDIVISION STANDARDS AND REVIEW PROCEDURES

Ms. Carr introduced the City's consultants Jonathan Davis and Charlie Wenzlau (see attached presentation).

PUBLIC COMMENT

Ron Peltier, City Council – Spoke about embracing being more like a county than a city and encouraged the Planning Commission to let their thoughts be known.

Charles Schmid, ABC – Spoke about the Planning Commission and Design Review Board being strong in their requirements for subdivisions.

NEW/OLD BUSINESS

Planning Director Gary Christensen briefed the Commissioners on proper voting procedures.

ADJOURN

The meeting was adjourned at 9:26 PM.

Approved by:

J. Mack Pearl, Chair

Jane Rasely, Administrative Specialist

EXECUTIVE SESSION

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

SET DATE FOR CONTINUANCE OF PUBLIC HEARING ON SHORELINE MASTER
PROGRAM AMENDMENT RELATED TO CRITICAL AREAS ORDINANCE

INTEGRATION

ERICKSEN COTTAGES HDDP – Review and Recommendation

PUBLIC COMMENT

NEW/OLD BUSINESS

ADJOURN

EXECUTIVE SESSSION

Chair J. Mack Pearl called the special meeting to order at 6:30 PM. The Planning Commission then adjourned to Executive Session.

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

The special meeting resumed at 7:06 PM. Commissioners in attendance were Jon Quitslund, William Chester, Lisa Macchio, Kimberly McCormick Osmond and Don Doman. Michael Killion was absent and excused. City Staff present were City Attorney Joe Levan, Planning Director Gary Christensen, Long Range Senior Planner Christy Carr, Senior Planner Kelly Tayara and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

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

**SET DATE FOR CONTINUANCE OF PUBLIC HEARING ON SHORELINE MASTER
PROGRAM AMENDMENT RELATED TO CRITICAL AREAS ORDINANCE
INTEGRATION**

Motion: I move to set the date for the continued joint local and state public hearing that was begun at the Planning Commission's May 24 meeting and to conduct that continued hearing at the Commission's meeting on June 7, 2018, as relates to the Shoreline Master Program Amendment regarding integration of the Critical Areas Ordinance into the SMP.

Quitslund/Doman: 5-1 (Pearl)

Public Comment

Michael Zigich, Citizen – Spoke against the motion and said the Planning Commission had given up their responsibility.

ERICKSEN COTTAGES HDDP – Review and Recommendation

Associate City Planner Kelly Tayara introduced the project and Charlie Wenzlau, Project Architect (see attached presentation).

Motion: The Planning Commission recommends approval of the Ericksen Gardens project PLN50807 SPT as conditioned in pages 16-19 of the Staff Report with the understanding that the reference to SEPA will be removed in the final form of it.
Quitslund/McCormick Osmond: Passed Unanimously

PUBLIC COMMENT

None.

NEW/OLD BUSINESS

None.

ADJOURN

The meeting was adjourned at 8:29 PM.

Approved by:

J. Mack Pearl, Chair

Jane Rasely, Administrative Specialist

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

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure
ORDINANCE 2018-20 SUBDIVISION DESIGN STANDARDS AND PROCESS – Public Hearing
ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING & 18.15.010 LANDSCAPING ETC. – Public Hearing
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 7:06 PM. Planning Commissioners in attendance were William Chester, Jon Quitslund, Michael Killion and Lisa Macchio. Don Doman and Kimberly McCormick Osmond were absent and excused. City Staff present were Planning Director Gary Christensen, Senior Long Range Planner Jennifer Sutton and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

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

Senior Planner Jennifer Sutton invited citizens to the Envision Island Center – Community Kickoff taking place at City Hall on Monday, June 18, 2018.

ORDINANCE 2018-20 SUBDIVISION DESIGN STANDARDS AND PROCESS – Public Hearing

City Consultants Jonathan Davis and Charles Wenzlau introduced the Subdivision Design Standards and Process.

The public hearing was opened at 7:27 PM.

Betty Weiss, Citizen – Spoke in favor of the new standards and asked for presentation to be available online.

David Graf, Citizen – Spoke in favor of the new standards.

John Welton, Citizen – Spoke in favor of the new standards and asked if the proposed subdivisions occurring on Madison Ave would be subject to them.

The public hearing was closed at 7:36 PM.

A meeting on June 21, 2018 was scheduled.

**ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING
& 18.15.010 LANDSCAPING ETC. – Public Hearing**

Ms. Sutton provided a brief overview of the amendments.

The public hearing was opened at 8:44 PM.

Brian Fish, Citizen – Asked what the reporting requirements were. Ms. Sutton explained there were monitoring requirements for shoreline and critical areas and that monitoring required reporting. He asked for the rationale to be included where the reporting requirements were in force so it was more easily understood.

The public hearing was closed at 8:49 PM.

PUBLIC COMMENT

None.

NEW/OLD BUSINESS

Future Planning Commission packets will be discussed with the Chair and Vice-Chair before publication.

Planning Commission Project Schedules will be sent out to Commissioners every time there is a change.

ADJOURN

The meeting was adjourned at 9:13 PM.

Approved by:

J. Mack Pearl, Chair

Jane Rasely, Administrative Specialist

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

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

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

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

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

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

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

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

McCormick Osmond/Killion – Passed Unanimously

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

McCormick Osmond/Quitslund – Passed Unanimously

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

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

McCormick Osmond/Chester – Passed Unanimously

PUBLIC COMMENT

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

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

NEW/OLD BUSINESS

None.

ADJOURN

The meeting was adjourned at 9:24 PM.

Approved by:

J. Mack Pearl, Chair

Jane Rasely, Administrative Specialist

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

PUBLIC COMMENT

2019-2024 UPDATE TO CAPITAL IMPROVEMENTS PLAN – Public Hearing

SHORELINE MASTER PROGRAM AMENDMENT

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

PUBLIC COMMENT

NEW/OLD BUSINESS

ADJOURN

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

Chair William Chester called the meeting to order at 6:30 PM. Planning Commissioners in attendance were J. Mack Pearl, Jon Quitslund, Michael Killion, Don Doman and Kimberly McCormick Osmond. Lisa Macchio was absent and excused. City Staff present were Planning Director Gary Christensen, Public Works Director Barry Loveless, Senior Long Range Planner Christy Carr and Permit Specialist Lara Lant who monitored recording and prepared minutes.

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

PUBLIC COMMENT

Ms. Lucy Ostrander urged Planning Commissioners to construct a crosswalk connecting Sea to Sky Trail and the Grand Forest.

2019-2024 UPDATE TO CAPITAL IMPROVEMENTS PLAN – Public Hearing

Director Loveless introduced the Capital Improvements Plan (see attached.)

Ms. Brenda Padgham, Conservation Director for the Bainbridge Island Land Trust stated her organization wished to work with the city to integrate conservation projects into the Capital Improvements Plan.

Mr. Peter Harris, President of Squeaky Wheels, urged the city to add Miller Road traffic calming measures to reduce speeding. He requested a traffic island and a crosswalk be added to the Capital Improvements Plan (see letter attached.)

Motion: I move the Planning Commission recommend traffic calming measures and a traffic crossing system be added to the Capital Improvement Plan.

McCormick/Killion: Passed Unanimously.

Motion: I move the Planning Commission recommend City Council include crosswalk and traffic calming measures on Miller Road to the Capital Improvement Plan.

Pearl/Killion: Passed Unanimously.

SHORELINE MASTER PROGRAM AMENDMENT – Update

Senior Planner Christy Carr gave a brief informational update to the Shoreline Master Program Amendment.

Mr. Dick Haugen asked that the public be allowed to comment and presented a letter to the Planning Commissioners for consideration (see attached.)

Mr. Michael Zigich presented a letter signed by several Rockaway Beach residents to the Planning Commission (see attached.)

Commissioner Chester asked Planning Commissioners to form a small group to review Shoreline Master Program Amendments and asked Senior Planner Carr to assist the group.

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

Planning Commissioners discussed amending subdivision design standards and process.

Motion: I move to forward to City Council for review, the recommendations regarding the review process for land use decisions.

McCormick Osmond/Quitslund: Passed Unanimously.

PUBLIC COMMENT

There was no comment on off agenda items.

NEW/OLD BUSINESS

Commissioner Quitslund will be participating in a podcast with Senior Planner Christy Carr.

ADJOURN

The meeting was adjourned at 10:03 PM.

Approved by:

William Chester, Chair

Lara Lant, Permit Specialist

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure
ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING &
18.15.010 LANDSCAPING ETC. AND ORDINANCE 2018-25 PROTECTION OF
LANDMARK TREES
ORDINANCE 2018-20 SUBDIVISION DESIGN GUIDELINES AND DEVELOPMENT
STANDARDS
NEW/OLD BUSINESS
ADJOURN

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

Chair William Chester called the meeting to order at 6:03 PM. Commissioners in attendance were J. Mack Pearl, Jon Quitslund, Michael Killion, Lisa Macchio, Kimberly McCormick Osmond and Don Doman. City Staff present were Planning Director Gary Christensen, Long Range Senior Planners Jennifer Sutton and Christy Carr and Administrative Specialist Jane Rasely, who monitored recording and prepared minutes.

The agenda was reviewed. There were not any conflicts.

Chair Chester offered the opportunity for the public to make comment on off agenda items. There were not any comments.

ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING & 18.15.010 LANDSCAPING ETC. AND ORDINANCE 2018-25 PROTECTION OF LANDMARK TREES

Public Comment

Mike Juneau, Arborist – Spoke about the written combined arborist public comment received by the City earlier in the day (see attached).

Olaf Ribeiro, Arborist – Spoke about the need for a definition of “significant tree” and incentives for property owners to save trees.

Charles Schmid, Citizen – Spoke in favor of the Landmark Tree ordinance.

Katy Bigelow, Arborist – Spoke in favor of the code saying she felt it was a good, cleaned up code.

Robert Dashiell, Citizen – Spoke against measuring canopy from overhead aerial photography and in favor of hiring a City arborist.

Linda Sohlberg, Citizen – Spoke against one size fits all ordinance.

Katy Bigelow, Arborist – Spoke for an arborist who could not be present and spoke in favor of the submitted combined arborist comments.

Robert Dashiell, Citizen – Said he would send his comments via e-mail and spoke against the Landmark Tree ordinance.

Amy Tousley, Municipal Manager for PSE – Said she would send formal written comments and spoke about cost effectiveness.

Olaf Ribeiro, Arborist – Spoke in favor of increasing the number of trees or fees to replace a Landmark Tree.

Mike Juneau, Arborist – Spoke against the Landmark Tree ordinance being by size and species only.

Planning Commission went on break at 8:17 PM.

Planning Commission re-convened at 8:25 PM.

ORDINANCE 2018-20 SUBDIVISION DESIGN GUIDELINES AND DEVELOPMENT STANDARDS

Senior Planner Christy Carr presented the timeline for the Subdivision Design guidelines and Development Standards review.

NEW/OLD BUSINESS

None.

ADJOURN

The meeting was adjourned at 9:47 PM.

Approved by:

William Chester, Chair

Jane Rasely, Administrative Specialist

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure
PUBLIC COMMENT – Accept public comment on off agenda items
ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING &
18.15.010 LANDSCAPING – Study Session and Recommendation
ORDINANCE 2018-20 SUBDIVISION DESIGN GUIDELINES AND DEVELOPMENT
STANDARDS – Study Session
SMP AMENDMENT – Report from SMP Subcommittee
NEW/OLD BUSINESS
ADJOURN

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

Chair William Chester called the meeting to order at 6:02 PM. Commissioners in attendance were J. Mack Pearl, Jon Quitslund, Michael Killion, Kimberly McCormick Osmond and Don Doman. Lisa Macchio was absent and excused. City Staff present were Planning Director Gary Christensen, Long Range Senior Planners Jennifer Sutton and Christy Carr and Administrative Specialist Jane Rasely who monitored recording and prepared minutes.

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

PUBLIC COMMENT – Accept public comment on off agenda items

None.

ORDINANCE 2018-19 AMENDMENTS TO BIMC CHAPTERS 16.18 LAND CLEARING & 18.15.010 LANDSCAPING – Study Session and Recommendation

Senior Planner Jennifer Sutton facilitated the discussion which began with deciding to review notes from Commissioners McCormick Osmond, Quitslund and Pearl. Commission Quitslund proposed additional changes (see attached).

Public Comment

Mike Juneau, Arborist – Spoke in favor of nominating, cataloguing and adding plaques to “exceptional” trees to prevent accidentally cutting one down.

Motion: The Planning Commission forwards to the City Council Ordinance 2018-19 as amended proposing amendments to BIMC Chapter 18.15, section 010, and the repeal and replacement of BIMC Chapter 16.18 included as Exhibit A in a DRAFT dated August 6, 2018 with amendments. Further, with reference to Ordinance 2018-25 (the “Landmark Tree Ordinance”) we recommend repeal of the ordinance concurrent with the adoption of Ordinance 2018-19 recognizing that BIMC 16.18 will include provisions for designating and protecting specific “Exceptional” trees including “Landmark” trees.

Quitslund/Pearl: Passed Unanimously

**ORDINANCE 2018-20 SUBDIVISION DESIGN GUIDELINES AND DEVELOPMENT
STANDARDS – Study Session**

Commissioner Quitslund began by asking for opinions on changes he had proposed and comments from Jane Rein on the Design Review Board were discussed.

SMP AMENDMENT – Report from SMP Subcommittee

Commissioner Pearl gave an update on the SMP review saying “No Net Loss” would be the next topic for review and they hoped to meet the week of August 13, 2018.

NEW/OLD BUSINESS

None.

ADJOURN

The meeting was adjourned at 9:11 PM.

Approved by:

William Chester, Chair

Jane Rasely, Administrative Specialist

DESIGN GUIDELINES FOR RESIDENTIAL SUBDIVISIONS

Note on location of subdivision design guidelines:

Staff recommends “housing” subdivision design guidelines with the rest of the City’s design guidelines, in BIMC Chapter 18.18. Chapter 17.12 will provide a reference to Chapter 18.18 and the design guidelines document, “Design Guidelines for Residential Subdivisions.” Existing BIMC 18.18 is available here:

<http://www.codepublishing.com/WA/BainbridgeIsland/#!/BainbridgeIsland18/BainbridgeIsland1818.html#18.18>

18.18.010 Applicability.

All development, exterior renovation and redevelopment shall comply with the following regulations and guidelines, as applicable. In some cases, design standards in this chapter may be waived or modified through the housing design demonstration program in BIMC 2.16.020.Q. (Ord. 2011-02 § 2 (Exh. A), 2011)

18.18.030 Specific design regulations and guidelines.

All development shall comply with the design regulations and guidelines applicable to that type of development as set forth in this section and the reference documents, which are adopted as part of this title by reference. In the event of a conflict between two or more design standards or regulations, the more specific shall apply.

Proposed new section in BIMC 18.18.030 to support this structure:

A. Residential Subdivision Development. Residential development in accordance with BIMC 17 shall comply with those design guidelines contained in “Design Guidelines for Residential Subdivisions.”

Note on subdivision standards:

Staff recommends not including design guidelines for topics better addressed in standards or already addressed in other sections of the municipal code (e.g., stormwater requirements in BIMC 15.19 and 15.20).

Existing general residential standards address homesites, water supply and septic systems, roads and pedestrian access, and dimensional requirements (e.g., lot size, coverage, setbacks), tree retention and landscape buffers (roadside and perimeter), and parking. Some of these standards are located within BIMC 17.12. For others, the standard in BIMC 17.12 states only that compliance with applicable provisions of other sections of the municipal code (e.g., Title 16 and 18) is required, but the specifics are not included. To review existing general residential standards, please see:

<http://www.codepublishing.com/WA/BainbridgeIsland/#!/BainbridgeIsland17/BainbridgeIsland1712.html#17.12.040> .

To better implement the Comprehensive Plan and subdivision design guidelines, there are existing standards that should be updated/revised and new standards that should be developed.

Existing standards to update/revise:

- Setbacks
- Lot areas and dimensions
- Homesite area, allowed uses, and separation
- Tree retention
- Landscape buffers (roadside and perimeter)
- Roads and pedestrian access
- Compliance with IWTP
- Parking – clustered, off-lot allowed

Proposed new standards:

- Requirements for natural areas and community spaces
- Fence height, materials, location
- Stormwater ponds (shape, slope, fencing)
- Home size (MUTC only)
- Architectural diversity
- Site disturbance (limited to homesites and utilities)

Note on background material:

The background material provides various versions, edits, and comments including the original design guidelines from Davis and Wenzlau, the revised and consolidated version from the Planning Commission subcommittee, the Design Review Board's comments/input/revisions on this version, and a re-worked version provided and edited by members of the Planning Commission. This document is intended to capture all of the input gathered to date and provide staff's input and recommendations. The "clean" version considers all of the versions, edits, and comments based on comments and discussion with Planning Commission and Design Review Board meetings and staff's professional judgement and interpretation. Design guidelines are presented in order of scale: island, neighborhood/street, site, lot, homesite, house.

Topic	Design Guideline	Supporting Standard
	Words/phrases in bold will have a definition in Title 17.	
Island Character	Intent: Preserve and maintain Island character. Guideline: Subdivisions should reflect the special character of the island which includes downtown Winslow's small town atmosphere and function, historic buildings, extensive forested areas, meadows, farms, marine views and access, and scenic and winding roads supporting all forms of transportation.	
Neighborhood Context	Intent: To reflect and enhance the context provided by existing roadway character and neighboring properties. Guideline: Site design should support the purpose of the zoning district in which the development is located, complement the existing character of specific neighborhoods, provide continuity with adjoining properties and, where necessary, provide transition between land uses and protect privacy of residents on adjacent properties.	Roadside and perimeter buffer standards (currently in BIMC 18.15) Purpose statements for each zoning district (see BIMC 18.04)
Natural Area	Intent: To incorporate significant forested and/or other natural areas into site design in such a way that ecological and aesthetic integrity, qualities, and values are preserved. Guideline: Required natural areas should be treated as a feature intrinsic to the subdivision design in order to maintain existing on- and off-site ecological processes and provide an asset of value to subdivision residents.	All subdivisions will have a natural area requirement, with the percentage of the site based on the zoning district. In the R-0.4, 1, and 2 zoning districts, the natural area requirement will be based on the ARPA requirement in BIMC 16.20.100 (up to 65% of the site's existing native vegetation). Standards for natural areas will be provided, including amount required, allowed uses, hierarchy of preferred natural areas, configuration, ownership, protection/fencing, etc.
Natural Site Conditions	Intent: To preserve and integrate existing natural site elements, patterns, and processes throughout the site. Guideline: Site development should be designed to preserve and integrate the natural conditions of the site, including existing topography, native vegetation, drainage patterns, and ecological processes based on an inventory and analysis of existing conditions. Homesite and infrastructure placement should complement natural topography and retain native vegetation to the extent feasible.	Application will require submittal of a site inventory/analysis.
Tree Retention	Intent: To retain significant trees throughout the site. Guideline: The total site plan, including homesites, should be designed to protect and retain significant trees to	BIMC 18.15.010.G tree unit requirements for R-2.9, 3.5, and 4.3 districts and .

Topic	Design Guideline	Supporting Standard
	provide context and a level of maturity for developments and have long term value to homeowners. Homesite and infrastructure placement should avoid removal of significant trees.	
Historical and Cultural Resources	Intent: To preserve important historical and cultural resources. Guideline: Site design should maximize opportunities for preserving historical and cultural structures, retain historic landscape features and connections, and, where appropriate, provide a narrative account of previous ownership and use.	Site inventory/analysis required with preliminary subdivision application will require historical and cultural resources to be identified and considered.
Stormwater	Intent: Integrate stormwater facilities in site design with emphasis on infiltration and dispersion practices. Guideline: Stormwater facilities shall utilize existing drainage patterns and be designed as a site amenity, where feasible. Low impact development practices should be used throughout the site to minimize the size of ponds or vaults. Open stormwater facilities (ponds and bioswales) should provide a natural appearance through layout, design and landscape treatment, including shallow side slopes, curvilinear configuration, and use of native vegetation.	Fencing standard around ponds – height limit and materials. Prohibit standards ponds in natural area/community space.
Septic Systems	Intent: To minimize impact of septic facilities. Guideline: Design and locate sewage facilities to minimize site disturbance and native vegetation removal and utilize shared systems where feasible.	Consider new standard to prohibit clearing for reserve drainfield until needed (similar to ARPA allowed uses). Space for reserve drainfield required by Health District, but not clearing.
Water Conservation	Intent: To protect the Island's finite groundwater resources and adapt to the impacts of a changing climate. Guideline: Water conservation measures should be considered in site design including use of native and drought tolerant vegetation, rainwater capture, and water reuse.	Consider standard for a minimum amount of native vegetation in homesite or lot landscaping, maximum amount of turf allowed, native vegetation requirement in roadside and perimeter buffers.
Community Space	Intent: To promote a shared sense of community. Guideline: Community spaces should function as an integral part of the development and be located adjacent to as many homesites as is feasible.	All subdivisions will require community space (with possible exception of R-0.4 zoning district). Consider standard for number of lots that are required to abut community space to avoid isolated community spaces. Standards for community spaces will be provided, including amount required, allowed uses, types (e.g.,

Topic	Design Guideline	Supporting Standard
		central green, p-patch, structures), configuration, ownership, etc.
Cluster Homesites	Intent: To promote interaction within the community and facilitate the efficient use of land by reducing disturbed areas, impervious surfaces, utility extensions and roadways. Guideline: Homesites shall be located in cluster groupings and, to the extent feasible, the efficient location of infrastructure shall be used to maximize the undeveloped area.	All subdivisions will require homesites – the area within the lot that is available for development. Standards for homesite size (maximum square footage), maximum separation, number of homesites within homesite grouping will be provided. Maximum homesite separation may not be required for R-0.4 zoning district to minimize perceived density/intensity/impact to adjacent properties.
Solar Access	Intent: To provide solar access for wellbeing and energy production. Guideline: Site design, including street, lot, and homesite layout and orientation, should allow for passive and active solar access. Massing of buildings, tree retention, and introduced vegetation should take into account the effects of shade.	Consider specific standards for orientation of homesites along east/west access.
Access and Circulation	Intent: To provide a practical and pleasant network of multi-modal circulation. Guideline: Adequate provisions for pathways and other pedestrian/bicycle amenities connecting various parts of the development, the surrounding road or trail network, and adjacent parcels should be included in site design.	Compliance with IWTP will be standard (revised existing standard)
Motor Vehicles	Intent: To minimize the prominence of motor vehicle use and storage. Guideline: Site design and features related to motor vehicle use and storage should be minimized. Site design shall consider shared driveways, minimum road widths, traffic calming measures such as Woonerfs and chicanes, and shared or clustered parking areas or structures.	Include standards for shared parking (size of structure, maximum number of cars) Revised parking requirement in BIMC 18.15 that requires on-site parking
Homesite Design	Intent: To efficiently configure building footprint(s) and allowed uses within a homesite. Guideline: Homesite configuration should consider compact and energy-efficient home and site design with massive houses on small lots strongly discouraged.	All subdivisions will require that houses are located within homesites. The homesite is the total area available for development, with the remainder of the site being left largely undisturbed. Standards for homesites will be provided, including allowed structures/uses and size of homesite (varying by zoning district).

Topic	Design Guideline	Supporting Standard
		Consider maximum impervious surface coverage standard. Review existing lot coverage standard (varies by zoning district) – lot coverage is only for buildings.
Diversity in House Design	Intent: To provide a range of home sizes and designs to achieve diversity in visual appearance and affordability. Guideline: House designs should be varied in size, massing, and frontage character using methods such as varied floor plans, staggered front yard setbacks, building modulation, and changes in exterior materials. Houses should display shared architectural features to establish continuity and harmony.	Consider percentage or number of different housing design types/sizes. Consider referencing existing affordable housing chapter (BIMC 18.21), which will likely be updated in the near future. Consider standard for front yard setback articulation/staggering.
Facing Public Streets	Intent: To reinforce neighborliness of homes along a public street. Guideline: Houses along public streets should orient the entry toward the street and avoid the use of solid walls and fences. Garages along the front façade should be de-emphasized by recessing vehicular entrances or locating the garage behind or on the side of the house.	Consider standard for garage size and orientation requirements Fence height standard will be included

Definitions needed to support design guidelines (will add to list as needed)

Community space.

Homesite.

Homesite grouping.

Homesite footprint.

Island character. The term used to describe the special character of the Island - winding, narrow and vegetated roadways and forested areas, meadows, farms, and which contain much of the Island's wetlands and streams, aquifer recharge areas and fish and wildlife habitat.

Natural area.

Significant tree. From 16.18



Subdivision Design Guidelines
BACKGROUND MATERIAL

August 23, 2018
Planning Commission Meeting

VARIOUS VERSIONS, EDITS, AND COMMENTS ARE PROVIDED ONLY FOR BACKGROUND. DISCUSSION AT THE 8/23 PC MEETING WILL
REFERENCE THE CLEAN SET OF DESIGN GUIDELINES PROVIDED IN THE AGENDA PACKET.

TOPIC	ORIGINAL GUIDELINE	PC and DRB REVISED GUIDELINE AND STAFF INPUT/RECOMMENDATION
		Planning Commission in black with DRB input in track changes and comments Jon Quitslund version in orange (title only for ease of reading) as edited by Kim McCormick Osmond Staff input/recommendation in bold red
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.	Exist Natural Areas [NOTE: General agreement that subject/topic will not include verb.] Intent: To <u>preserve and protect a natural areas significant part of the property</u> that <u>are is</u> forested and/or contains other sensitive natural resources <u>that contribute to the ecological integrity and aesthetic qualities and values of the site.</u> Guideline: Areas such as trees, forests, vegetated slopes, meadows, streams and wetlands shall be features of the subdivision design. Table XX prioritizes the list of natural area types and includes existing wildlife corridors, land currently used for pasture or crop production, and stormwater ponds that function as a natural feature or constructed wetland. Construction activities shall not impact <u>existing natural processes and natural areas and protected trees.</u> <i>[This sounds like a standard.]</i> Natural Areas and protected trees. <u>Incorporate on-site natural habitats and landscape elements such as existing trees, native plant species or other vegetation into project design and connect those features to existing networks of open spaces and natural habitats wherever possible. Consider relocating significant trees and vegetation if retention is not feasible. Provide opportunities through design to connect to off-site habitats such as riparian corridors or existing urban forest corridors. Promote continuous habitat, where possible, and increase interconnected corridors of urban forest and habitat where possible.</u> Subject: Natural Areas Intent: Preserve the most valuable <u>significant</u> forested and/or open space portion(s) of the parcel being subdivided. Guideline: A natural area, varying in size with the parcel’s zoning category, the lay of the land, and the size of the project, should remain undisturbed during construction ; it is to be treated as a feature intrinsic to the subdivision design and an asset of value to all subdivision residents. Specific types of natural areas to be preserved include, in priority order: critical areas (wetlands, streams, aquifer recharge areas, wildlife habitat, geohazard areas) and designated buffers; forested areas and groves of trees; <u>wildlife corridors</u> ; agricultural land; meadows and pastures; wildlife corridors . All subdivisions will require natural areas, ranging as a percentage of the total site according to zoning district (5% in R-14, up to 65% in R-0.4). As such, there does not need to be a guideline to preserve and protect natural areas – this is a standard – the guideline needs to be about the “look and feel” of the natural area. Standards for natural areas will be provided, including amount required, allowed uses, hierarchy of preferred natural areas, configuration, ownership, protection/fencing, etc. (similar to the requirements for what is now called “open space”). The types of natural areas will be included in the standards and do not need to be included in the design guidelines.
Farmlands	Intent: To preserve the rural character of fields and local food production Guideline: Existing farmlands shall be recognized as natural areas.	Agricultural land is currently a “preferred open space” in the subdivision standards. It will be included as a preferred natural area in the new standards, so it does not need to be referenced in the design guidelines. The intent of the natural area requirement is to preserve various types (not just forested) of open space.
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.	Restore Disturbed Areas of the Site Intent: Restore areas disturbed and impacted by construction. Guidelines: Restore disturbed areas affected by construction activities. This is already a requirement in the City’s stormwater requirements (BIMC 15.20) -- BMP T5.13 is required for subdivisions - Post-Construction Soil Quality and Depth (soil amendment required). As an existing standard, it does not need to be included in the design guidelines. Part of the intent of the original design guideline was to allow for site restoration in order to achieve the minimum amount of natural area required on a site. This is not a requirement of the ARPA – it is a keep what you have, or “up to” 65% retention.

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.	Trees and Native Vegetation Intent: To pProtect trees that are considered ecologically or aesthetically significant and embody pieces of the Island’s history and distinctive identity and native vegetation that contributes to the ecological integrity of the site. Guideline: If located outside of a Natural Area, significant trees should still be protected when homesites are planned. Historical significance, rarity or scarcity, ecological function and aesthetic appeal are qualities worthy of preservation. DRB comment: I am assuming this section will be subsumed under the new tree ordinance but would like this section to include native vegetation as well unless the CAO covers this.....I am not sure about the status of the CAO. Subject: Trees and Native Vegetation <i>Intent:</i> If trees of high value [Need a definition. Significant? Exceptional?] exist on the parcel outside of the natural area(s), they should be retained and protected if possible. <i>Guideline:</i> The total site plan and individual homesites should be designed to take advantage of <u>protect and retain</u> trees and native vegetation that will have long term value to homeowners. “High value” does not have a definition. As currently proposed, exceptional/heritage trees will be required to be retained on all sites as part of the updated BIMC 16.18, so it is not needed in a design guideline. What is needed is a design guideline to preserve trees that are not otherwise protected – significant trees outside of a natural area or landscape buffer. Any tree to be retained on a site is required to be protected during construction per BIMC 18.15.010, so language about protection is not needed in the design guidelines. Retention of native vegetation that is not trees is proposed to be addressed in a new design guideline, “natural site conditions.”
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.	Reduce Impervious Surfaces. Low Impact Development Intent: Reduce impervious surfaces by limiting the width and length of roads within the subdivision and by eliminating roads serving individual homesites where feasible. Guideline: Site design shall use a minimum paved road surface. Parking may be located outside of homesites along an access way, in shared parking areas, or garages. Subject: Low Impact Development Intent: The project as a whole is expected, on completion and throughout its life, to mimic pre-development conditions of infiltration, transpiration, and surface flow of precipitation, on site <u>and offsite</u> and without adverse effects on any neighboring properties or Puget Sound. Guidelines: A Site Assessment Review, pursuant to BIMC 15.19, will be conducted in the early stages of planning for the project, and its recommendations will be ground-truthed as the development takes shape. Limiting the width and length of impervious roadways within the development and keeping houses and other covered surfaces to modest dimensions will minimize stormwater. <u>Rainfall should be dispersed with such strategies as raingardens, pervious paving, natural vegetation and natural ponds.</u> If stormwater retention ponds are needed, they should function as a natural feature or a constructed wetland, with gentle slopes and native vegetation. Low impact development is a requirement of the City’s stormwater regulations (BIMC 15.20) and a SAR is required by BIMC 15.19 – existing regulations do not need to be included in design guidelines. Stormwater regulations require projects to mimic pre-development conditions and to not affect downstream properties or surface waters, but not how (e.g., infiltration vs. ponds or vaults). The SAR is required at the pre-application stage of projects that require one (including subdivisions). The design guideline should be limited to stormwater facilities with regard to their design, including location (isolated vs. integrated), configuration (slope, shape), landscaping, and fencing. These are things not in the stormwater requirements. Impervious surface area requirements can be included in standards. For example, requiring the optional roadway standard in the City’s design and construction standards, which has a 12 foot maximum roadway width and/or developing a standard for impervious surface maximum (vs. the existing lot coverage standard, which is only buildings) on a lot or within a development.
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.	Wildlife corridors are currently a “preferred open space” in the subdivision standards. They will be included as a preferred natural area in the new standards, so it does not need to be referenced in the design guidelines. The intent of the natural area requirement is to preserve various types (not just forested) of open space.
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.	Design Homesites To Promote Community Interaction Cluster Development Intent: To promote interactions within the community and to reduce infrastructure costs and the impacts of development, homesites should be located in <u>be in</u> clusters, with safe walking routes within the community and safe connections to adjacent neighborhoods. Guideline: The separation of any homesite from another adjacent to it will vary with the zoning classification and the lay of the land. Projects with more than ten homes are encouraged to may create <u>contain</u> separate homesite clusters, each with its own Community Space. Projects shall provide pedestrian connections on pervious paths

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		through the site and to adjacent trails if they exist. Sites without adjacent trails should, if feasible, provide public easement(s) to identified potential trail connections. Walking paths should <u>shall</u> connect homesites with the Community Space(s) and Natural Area (s) <u>and conform to the city multi-modal plan for trails.</u> The primary intent of cluster development is to limit site disturbance and achieve efficient use of land. All subdivisions will require homesites – the area within the lot that is available for development – and will have a maximum separation of homesites. The dimensional standards will include the maximum separation by zoning district – this does not need to be in the design guidelines because it is a requirement. Standards for homesite size (maximum square footage), maximum separation, number of homesites within homesite grouping will be provided. Maximum homesite separation may not be required for R-0.4 zoning district to minimize perceived density/intensity. Design guidelines for connections between homesites/cluster groupings should be included in a separate design guideline.
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.	Provide Community Spaces Intent: Promote <u>a shared sense of community, community interactions.</u> Guideline: Community space(s) should be located <u>to function as an integral part of the community with equal access to all homesites, adjacent to as many homesites as is feasible.</u> Spaces and facilities may include but are not limited to: a central green, play structures, pea patches, a flower garden, an orchard, a greenhouse, a covered or enclosed social space. Natural areas will be given priority over covered or enclosed community spaces. Community Spaces <i>Intent:</i> Promote interaction and cooperation within the development and with neighbors.[Will community space be public?] <i>Guideline:</i> A community space or spaces, varying in size with the parcel’s zoning category and the number of units in the subdivision, should be designed to suit the needs and interests of property owners [Does this include neighbors?]. Possibilities include a central green, play structures, raised beds for growing food or flowers, an orchard, and a covered or enclosed social space. Similar to natural areas, all subdivisions will require community space (with possible exception of R-0.4 zoning district) and Standards for community spaces will be provided, including amount required, allowed uses, types (e.g., central green, p-patch, structures), configuration, ownership, etc. The types of community spaces allowed do not need to be in the guidelines.
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.	Promote Sustainability and Solar Access <u>Intent: Ensure daylight is allowed to homesites for energy production and well-being.</u> Intent: Ensure that site planning and building design support strategies for sustainability and provide access to some direct daylight for each homesite for wellbeing and energy production. Guideline: All homes and community buildings should be designed to minimize their environmental footprint, in accordance with the requirements of locally adopted codes. Orient homesites in relation to open space and forest canopy to maximize solar access for all homes, if possible. Massing of buildings, tree retention and plantings should minimize the effects of shade on adjacent homes. Solar Access <i>Intent:</i> Site plans and building design should, in most cases, provide sufficient access to direct daylight for wellbeing and energy production. <i>Guideline:</i> Homesites should be oriented in relation to open space and the forest canopy (at present and as anticipated) in order to provide effective solar access. Massing of buildings, tree retention, and introduced vegetation should take into account the effects of shade on other buildings. DRB comment: Daylight is not the appropriate term here. Consider specific standards for orienting the home sites along an east/west axis for improving passive and active solar potential.
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	Walking Paths <i>Intent:</i> Promote practical and pleasant connections between neighbors. <i>Guideline:</i> In most subdivisions it will be advantageous to locate homesites in clusters, with <u>public</u> walking paths establishing connections to the community space, the natural area, <u>homes within the development</u> and neighboring homes. The separation of any homesite from another adjacent to it will vary with the zoning classification and the lay of the land.

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	project shall establish a network of walking paths which connect Homesites to Community and Natural Spaces and access ways.	The guideline should be expanded beyond walking paths to include multi-modal options (e.g., wheelchairs, bicycles). Homesite separation should be in a different guideline about homesites. It will vary with the zoning classification in the dimensional standards – this does not need to be stated in a guideline.
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 <u>not exceed 3.5 feet in height</u>. 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. Fences between homesite and community space shall on exceed 3’-6”. Fences between homesites can be a maximum of 5’ for the length of the building only and 3’-6” elsewhere. Front yard fences shall be no more than 3’-6” tall.	Fencing requirements are better suited to standards.
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. This is an important concept and was retained in proposed revisions.	Neighborhood Context <i>Intent:</i> The subdivision design should be suited to the context provided by neighboring properties, access to utilities (including water and waste disposal systems), and the local network of roadways and paths or lanes for walking and cycling. <i>Guidelines:</i> Analysis of the land’s contours, natural systems, and drainage patterns should take adjoining properties into account; defined natural areas and perimeter buffers should create continuity with adjoining properties. In the urban and suburban zones [Need to define what these are by zoning district], it is important to achieve an attractive orientation of houses (including porches, garages, yards, and fences) toward the street and neighboring properties.
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.	Driveways, minimum road widths, shared parking, off-site parking, and traffic calming were combined into one design guideline with the intent to minimize prominence of motor vehicles.
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	Recognize Historical and Cultural Resources Intent and Guideline: <u>To preserve and protect culturally significant artifacts.</u> <u>Guideline:</u> Identify and preserve any culturally significant artifacts associated with the site of development or redevelopment; <u>consult</u> with the Historic Preservation Commission before modifying or demolishing a historically significant structure. <u>Significant artifacts discovered on the site should be preserved for study, and where appropriate, a narrative account of previous ownership and use of the site should be developed for the benefit of current and future owners. Trees planted or protected by early settlers or their descendants should be properly recognized and preserved.</u> DRB comment: Consult with the HPC? Is a permit to demolish NOT required?? Appears to be a performance criteria that might be more appropriate as part of the standards. <u>Intent and Guideline: Identify and preserve any culturally significant artifacts structures, heritage trees, and cultural landscapes associated with the site of development or redevelopment; consult with the Historic Preservation Commission before modifying or demolishing a historically significant structure. Must receive Historic Preservation Committee and COBI planning department permission to demolish historically significant structures. Should we include heritage trees as well?</u> Historical Resources <i>Intent:</i> During development or redevelopment, take care to preserve traces of the site’s prior history. <i>Guideline:</i> Significant artifacts discovered on the site should be preserved for study, and where appropriate, a narrative account of previous ownership and use of the site should be developed for the benefit of current and future owners. Trees planted or protected by early settlers or their descendants should be properly recognized and preserved <u>as Exceptional trees</u>. Not clear why development and redevelopment noted in this guideline. “Take care” would be challenging to apply/interpret. State and federal requirements address artifacts discovered on site and are covered in a standard SEPA condition of projects. Consultation with the HPC is required; structures are flagged in the City’s permit database. Exceptional trees will be covered in BIMC 16.18.
Narrow Roadways	Intent: Reduce impervious surfaces by using minimum road length and width	Driveways, minimum road widths, shared parking, off-site parking, and traffic calming were combined into one design guideline with the intent to minimize prominence of motor vehicles. Suggest a new standard that requires the optional roadway standard in the City’s design and construction specifications.

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	Guideline: Site design shall utilize 12’ paved road surface with pull outs unless a wider standard is required. Clustered parking is encouraged.	
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.	Driveways, minimum road widths, shared parking, off-site parking, and traffic calming were combined into one design guideline with the intent to minimize prominence of motor vehicles. Parking standard in BIMC 18.15 would need to be revised to allow off-site parking. Standards for shared/clustered parking should be considered.
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.	This is better suited to a standard – clearing/site disturbance limit lines in place and inspected throughout construction.
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.	Incorporate Efficient Stormwater and Septic System Design Intent: To <u>Integrate</u> stormwater into site layout and design, avoiding isolated facilities where possible, and seek out the most appropriate technology for reducing stormwater and septic system impacts on the natural environment. Design for on-site infiltration of septic system outflow and stormwater. Guideline: Limit impervious surfaces, design an efficient septic system, and disperse rainfall with such strategies as raingardens, pervious paving, natural vegetation and natural ponds. Encourage shared or community septic systems, if available. Where stormwater retention ponds are necessary, they shall function as a natural feature or a constructed wetland, with gentle slopes and native vegetation <u>and may be included in Natural Area or Common Space Areas. Use project drainage systems as opportunities to add interest to the site through water-related design elements. Features such as trees, rain gardens, bioswales, green roofs, fountains of recycled water, and/or water art installations can create movement and sound, air cooling, focal points for pedestrians and habitats which may already be required to manage on-site stormwater and allow reuse of potable water for irrigation.</u> Fencing around stormwater ponds, if used, shall be visually open (split rail, for instance) and less than 3’ 6” in height unless otherwise required for public health and safety. Low Impact Development <i>Intent:</i> The project as a whole is expected, on completion and throughout its life, to mimic pre-development conditions of infiltration, transpiration, and surface flow of precipitation, on site and without adverse effects on any neighboring properties or Puget Sound. <i>Guidelines:</i> A Site Assessment Review, pursuant to BIMC 15.19, will be conducted in the early stages of planning for the project, and its recommendations will be ground-truthed as the development takes shape. Limiting the width and length of impervious roadways within the development and keeping houses and other covered surfaces to modest dimensions will minimize stormwater. If stormwater retention ponds are needed, they should function as a natural feature or a constructed wetland, with gentle slopes and native vegetation. DRB comment: Are there performance criteria that can be applied to community septic systems/efficient septic systems to make them standards? Fencing guideline might be more appropriate for standards. Stormwater and septic facilities should be separate because they are regulated by different rules and different agencies. The guideline should focus on design (look and feel) and characteristics of the facility that aren’t already regulated (e.g., location, configuration, etc.).
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.	See above.
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.	Use an Efficient Homesite Footprint Intent: <u>To promote efficient, economical and low impact use of the land.</u> Integrate the footprint of impermeable surfaces, useable outdoor spaces, and any access and parking areas within a limited homesite area.

		Guideline: Site layout shall include efficiently configured building footprints and outdoor spaces. <u>Integrate the footprint of impermeable surfaces, useable outdoor spaces, and any access and parking areas within a limited homesite area.</u> Intent: Integrate the footprint of <u>Disturbed areas footprint including impermeable surfaces, useable outdoor spaces, and any access and parking areas within a limited homesite area, should be minimized.</u> Homesite Footprint <i>Intent:</i> Promote efficient, economical, and low impact use of land. <i>Guidelines:</i> Cost-conscious, aesthetic, and environmental considerations have created a rationale for compact and energy-efficient home designs, and the average household size on Bainbridge (??) is smaller than it used to be. “Less is more,” understood as an economical and ethical <u>environmental</u> imperative, should be applied to amounts of impermeable surfaces, interior volume requiring heat and ventilation, need for parking space, and distance traveled by electrical and other utility lines. Massive houses on small lots are not acceptable <u>strongly discouraged</u>. All subdivisions will require that houses are located within homesites. The homesite is the total area available for development, with the remainder of the site being left largely undisturbed. “Massive houses” could be regulated via a lot coverage standard. “Less is more” is inherent in the concept of a homesite and it would be challenging to interpret/apply so many variables within it.
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.	Provide Variation in Housing Design and Diversity Intent: To create <u>Add</u> visual interest and <u>provide</u> individuality with a range of house designs and sizes. Guideline: House designs shall be varied in floor plan, elevations and massing. House types may feature shared details to provide continuity and harmony. <u>At least 20% of the homes must be 25% smaller than average home size (reference) to support the City’s efforts to provide affordable housing.</u> Diversity in House Design <i>Intent:</i> Visual appeal and individuality within the subdivision should be provided with a range of home sizes and designs. At the same time, homes should display shared stylistic features to establish continuity and harmony. <i>Guidelines:</i> Designs should be varied in floor plan, elevations, and massing, and in most subdivisions, there will be a range of home sizes and prices. “In most subdivisions” would be difficult to interpret/apply – which subdivisions? Suggested that “affordability” be used in intent and possibly reference existing affordable housing code.
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.	
Useable Sideyards	Intent: To ensure useable spaces between buildings Guideline: The average distance between homes shall be <u>not less than 10’</u> to ensure the spaces are usable and allow for solar access, except in zero lot line homes.	Intent: Ensure that spaces between houses are useable. Guideline: The distance between houses shall be at least 10 feet, to provide for various uses and allow for light and privacy, except in zero lot line circumstances. DRB comment: Suggest we remove this section because of the possibility of clustered housing and zero lot line development; additionally, 10 feet is a minimum distance between dwellings and provides access for fire and emergency equipment and should therefore be kept as open as possible without significant barriers. Appears to be a performance criteria that might be more appropriate as part of the standards. Sideyards Intent: Despite site constraints, provide <u>Provide</u> useable spaces between houses. Guideline: Typically, unless the project allows zero lot line construction (i. e., duplex or triplex design), the distance between houses should be at least 10 feet, allowing for privacy, light, and ventilation. Provide Useable Sideyards More suitable for a standard.
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.	<u>Sustainability</u> <u>Intent: To ensure site planning supports strategies for sustainability</u> <u>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.</u>

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		DRB comment: I am not sure this section is necessary, since, hopefully, all elements of the design guidelines promote or are based on the concepts and principles of sustainability. Also, the Green Building Incentive Program (or whatever it will be called) will exist in the overall design guidelines....or so it seems. Sustainability <i>Intent:</i> Ensure that, in the total site plan and individual homes, the subdivision meets or exceeds the requirements of locally adopted building and stormwater codes <u>and supports strategies for sustainability</u>. <i>Guideline:</i> The project’s sustainability goals (regarding impacts of site development and construction, energy efficiency of buildings, and management of wastewater and stormwater) should be stated before or soon after <u>at the Preapp preapplication</u> conference, and monitored within a year or two <u>two years</u> after completion of the project. Suggest deleting. BIMC 18.18 includes sustainability (see below) that was recently updated/revised to reflect LID requirement change to code in 2016. Could revised this global (applicable to all design guidelines) guideline, if needed, and include in design review checklist. Do not need to include separate, subdivision-specific design guideline on sustainability. 18.18.020 Promoting sustainable development. The site designs of all new development and redevelopment should accommodate energy-conserving and water-conserving technology and design principles providing for solar or other renewable energy production where possible. Low impact development principles require such measures as minimizing the extent of land disturbing activities and hard surfaces; preserving native vegetation, topography, and natural drainage patterns; and using LID BMPs such as cisterns, bioretention/rain gardens, and permeable pavement where feasible. (Ord. 2016-28 § 21, 2016: Ord. 2011-02 § 2 (Exh. A), 2011)
Water Conservation	None	<u>Encourage Water Conservation through Use of Native and Drought Tolerant Vegetation</u> <i>Intent:</i> <u>To Reduce water consumption.</u> <i>Guideline:</i> <u>Whether installed by the developer or homeowner, installed vegetation should be native and drought tolerant species requiring minimal irrigation after establishment.</u> Water Conservation <i>Intent:</i> Adapting to the impacts of a changing climate may require reducing water consumption in the dry months of the year. <i>Guideline:</i> Relying on native and drought tolerant vegetation will minimize the need for irrigation. Saving water in cisterns during the wet months would be <u>is</u> a good precautionary measure. Water conservation intent should include groundwater and guideline should include more than vegetation.
FOR REFERENCE ONLY:	Identified issues with subdivisions Excessive site disturbance, natural contours/vegetation not retained Excessive lot coverage (large houses on small lots) Tree removal throughout site Fences at street Fences at stormwater ponds Isolated stormwater ponds – not enough infiltration/dispersion No variety in housing type/size Emphasis on garages No native vegetation retention in buffers Structures/signs allowed in buffers No maximum impervious surface area Road widths too wide Doesn’t fit roadside/neighborhood character HDDP requirements to receive incentives Home size not greater than 1600 sf 10%+ units affordable housing 10% variety of housing types (probably not applicable to SF) 10% variety of housing size # dwelling units integrating greywater reuse components Preserves, creates or integrates internal and external nonmotorized connections	DRB suggested additional design guidelines: • Pedestrian Experience: Include pedestrian pathways within the development. Design streets to “tame the car” by promoting walkable slow streets such as Woonerfs... • Site Design for Children: Consider places specifically to support safety and promote children’s play... • Site Design for Elderly: Consider design that supports aging in place and specific needs of elderly residents and visitors... • Resiliency: Incorporate features that promote resiliency in the event of an emergency or natural disaster... • <u>Universal Design</u>: Incorporate features that are designed to be used by the greatest number of people with a wide array of needs, abilities and current life circumstances... • Flexibility and Adaptability – Design site and homesites to support short-term flexibility and long-term adaptation. • <u>Habitat Corridors</u> – Prior to any site planning efforts, identify existing habitat corridors and find ways to mitigate impact on wildlife... • Bicycle Transportation – Promote the use of bicycles by providing on-site bicycle lanes and facilities. • Foot Paths – Evaluate potential connections to existing pedestrian trails and integrate trails within the development. • <u>Affordable Housing</u> – promote affordable housing through the integration of affordable housing units... • <u>Biophilia</u> – The development should support a deep connection to place and what it means to live on Bainbridge Island. There should be elements that elicit a connection to nature, provide a sense of wonder and promote health and wellbeing... DRB suggested additional standards: • Affordable Housing • Street design

Commented [JW5]: (there are better definitions out there...)

Commented [JW6]: There may also be a Standard for this guideline...

Commented [JW7]: This also needs to be a standard with teeth...

Commented [JW8]: https://www.terrabinbrightgreen.com/reports/14-patterns/

	Provides public walkways, separated paths, or bike lanes (not required by IWTP) Integrated open space provided Neighborhood garden provided Preserves heritage tree Private yards less than 20% turf At least 60% native or drought tolerant plants throughout project EV charging station, bike parking	
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