



PLANNING COMMISSION
PUBLIC PARTICIPATION MEETING, PUBLIC
HEARING AND SPECIAL MEETING
THURSDAY, AUGUST 22, 2019
6:00 PM – 9:00 PM
COUNCIL CHAMBER
280 MADISON AVE N
BAINBRIDGE ISLAND, WA 98110

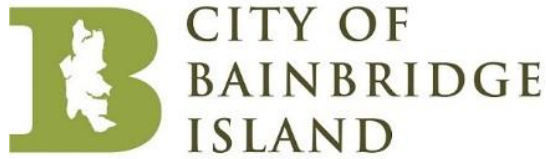
AGENDA

- 6:00 PM PUBLIC PARTICIPATION MEETING
Russell Short Subdivision Preapplication ([PLN51521 PRE](#))
Interim Planning Manager David Greetham
- 6:30 PM CALL TO ORDER
Call to Order, Agenda Review, Conflict Disclosure
- 6:35 PM PUBLIC COMMENT
Accept public comment on off agenda items.
- 6:40 PM REVIEW AND APPROVE MINUTES
July 25, 2019
- 6:45 PM PUBLIC HEARING
ORDINANCE 2019-24 SPR/CUP DECISION CRITERIA
Long Range Senior Planner Jennifer Sutton, AICP
- 7:15 PM DESIGN GUIDELINES UPDATE
Study Session
Long Range Senior Planner Christy Carr, AICP
- 8:50 PM CITY COUNCIL UPDATE
Interim Planning Director Heather Wright
- 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**



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

Date: August 22, 2019
To: Planning Commission
From: Jennifer Sutton, AICP, Senior Planner
Subject: **Development Moratorium Work Plan:
Ordinance 2019-24
Site Plan and Design Review and Conditional Use Permit Decision Criteria**

I. BACKGROUND

The City Council adopted a [development moratorium in January 2018 on certain land use permits](#). Since then, City staff have been working to modifying the City Code to address the concerns identified in the development moratorium. [The development moratorium is set to expire on October 3, 2019](#).

Moratorium related work includes:

- Updated Land Use Review Procedures ([Ordinance 2018-20](#)) that were approved at the end of 2018. These changes expanded the role of the Planning Commission;
- The [Subdivision Design Standards and Guidelines](#) are nearing the end of their City Council review; a public hearing is scheduled for August 27, and approval is expected before the moratorium expires.
- The Design Review Board has been working with staff and a consultant to [update the City's Design Guidelines](#); the draft guidelines will begin Planning Commission review at the August 22 meeting, and the City is working to approve the update to the guidelines before the moratorium expires.
- The City Council continues to discuss how to address affordable housing, including inclusionary zoning.

Consideration of revisions to site plan and design review (SPR) and conditional use permit (CUP) decision criteria is a moratorium work plan item. The intent of any potential revisions is to (a) minimize “wiggle room” and subjectivity for the decision maker and (b) ensure that decision criteria result in project outcomes reflective of the City's Comprehensive Plan. This work, together with the Land Use Review procedures changes approved with [Ordinance 2018-20](#), implements [Land Use Element Policies LU 6.5 and LU 6.8](#).

The Planning Commission first discussed how to update the decision criteria at the March 14, 2019 meeting. A descriptive staff memo and helpful materials can be found [here](#) and are attached to this memo. Background material provided for your review includes:

- Existing decision criteria in the [Bainbridge Island Municipal Code \(BIMC\)](#)
 - BIMC 2.16.040.F – Site Plan and Design Review
 - BIMC 2.16.050.D – Minor Conditional Use Permit
 - BIMC 2.16.110.F – Major Conditional Use Permit

The March 14 meeting can be heard via the [City's website](#), this agenda item discussion begins 40 minutes into the meeting. The full [Comprehensive Plan](#) is also on the City's website.

II. PLANNING COMMISSION DISCUSSION OF DECISION CRITERIA

On March 14, the Planning Commission requested that staff bring back examples of decision criteria from other jurisdictions, and examples of Conditional Use Permit decision criteria from Redmond, King County and Port Townsend were included in the August 8 Planning Commission packet. Staff developed revisions for updating and simplifying the Decision Criteria for the meeting on August 8. Commissioner Quitslund also produced suggested revisions. The Commission used both documents to complete their review of criteria, and the draft changes have been updated to reflect the Commission discussion on August 8. The Commission deeply discussed the City Engineer portion of decision criteria for SPRs and CUP, and requested that staff bring back information from the Department of Public Works about how the term "adequate" is analyzed (e.g. see SPR Criteria F.4.d) in relation to transportation to transportation facilities. The Commission also wanted additional information about bike and pedestrian levels of service. See Section 3 below for the response from the Department of Public Works. Development Engineering staff will be present at the August 22 Commission meeting to support the discussion. Changes made to the decision criteria since the August 8 Planning Commission meeting are highlighted.

Note: Additional standards and sometimes, decision criteria, for specific uses can be found in [BIMC Section 18.09.030 Use Specific Standards](#). These standards, like all other applicable criteria, must be met under the existing SPR and CUP decision criteria.

III. PUBLIC WORKS COMMENTS

Bike and Pedestrian Level of Service

In February 2017, the City Council approved the [Island-wide Transportation Plan \(IWTP\)](#). Discussion of the [IWTP](#) was concurrent with 2016 Comprehensive Plan Update process, and improvements for bicycling and pedestrian safety was a top community concern. Therefore, the approved [IWTP](#) included new bicycle and pedestrian levels of service (BLOS/PLOS) (see [IWTP Chapter 6 pages 17-18](#)) that are evaluated by City Development Engineers when reviewing land use permits, such as short plats, SPRs or CUPs. However, the number of land use permits that have been evaluated using the BLOS or PLOS standards is relatively small, since a development moratorium on most land use projects has been in place since January 2018.

Decision Criteria

The SPR/CUP decision criteria, under the review of the city engineer, are rooted in many areas of State and Local regulations and in the City's Comprehensive Plan and the Public Works, Design and Construction Standards and Specifications (DCSS). These regulations and documents, taken together, give Development Engineering staff a very clear description of the public infrastructure requirements for development occurring in the City. The decision criteria use the term "adequate" in reference to street and non-motorized facilities and means that these existing or planned facilities meet the function, safety, and maintainability required by the regulations and other documents as well as the minimum levels of service. The DCSS are intended to be a prescriptive means of complying with all applicable Federal, State, and Local regulations and local vision, but are not necessarily the only method. Deviations may be allowed but must meet the intended function, safety, and maintainability embedded in the standards adopted. Additional details or higher functional standards may be added through the Comprehensive Plan (or associated processes such as design guidelines and sub-area plans).

IV. NEXT STEPS

The Planning Commission should hold the public hearing and discuss the drafted amendments to the Site Plan and Design Review and Conditional Use Permit decision criteria, and provide staff with any additional modifications. The Planning Commission is scheduled to complete their review of Ordinance 2019-24 after completing discussion on August 22, making a recommendation to the City Council. Completing review on August 22 will allow the City Council to review the ordinance in September, ahead of the development moratorium expiring.

ORDINANCE NO. 2019-24

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to Site Plan and Design Review and Conditional Use Permit Decision Criteria, revising Sections 2.16.040, 2.16.050, and 2.16.110, of the Bainbridge Island Municipal Code.

WHEREAS, the City Council of the City of Bainbridge Island (“City”) updated the City’s Comprehensive Plan in February of 2017; and

WHEREAS, the City Council has expressed significant concerns about development and growth in the City under current regulations in the context of the vision and goals of the City’s Comprehensive Plan, and desires to revise development regulations to best accommodate growth and development in both general and specific ways; and

WHEREAS, Ordinance No. 2018-02 imposed a temporary six-month moratorium on the acceptance of certain development, stating the City Council’s concerns regarding likely adverse impacts related to growth and development under existing regulations; and

WHEREAS, the development moratorium has been extended several times while the City works to complete the moratorium work program to address the issues identified by the development moratorium; and

WHEREAS, Ordinance 2018-20 was approved at the end of 2018, and updated the review procedures for Short Plats, Subdivisions, Site Plan and Design Review, and Conditional Use Permits; and

WHEREAS, in addition to updating standards, guidelines and procedures, the City is updating decision criteria for Site Plan and Design Review and Conditional Use Permits to ensure that future development is rigorously analyzed; and

WHEREAS, the Planning Commission held a public hearing on Ordinance 2019-24 on August 22, 2019; and

WHEREAS, the City Council considered this ordinance at its meeting on September XX; and

WHEREAS, the City Council held a public hearing on Ordinance 2019-24 on September XX; and

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

Section 1. Sections 2.16.040.F, 2.16.050.D. and 2.16.110.F of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit A.

Section 2. Section 18.36.030 of the Bainbridge Island Municipal Code is hereby amended as follows.

XX. Context Sensitive Design: Site, landscaping, architectural, or engineering design that is compatible with a development's setting, the contours of the land and natural systems on-site and immediately off-site, and that is compatible with the character, location and configuration of improvements and uses on adjacent properties.

Section 3. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared invalid or unconstitutional for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4. This ordinance shall take effect and be in force five (5) days after its passage, approval, and publication as required by law.

PASSED by the City Council this ____ day of _____, 2019.

APPROVED by the Mayor this ____ day of _____, 2019.

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	_____, 2019
PASSED BY THE CITY COUNCIL:	_____, 2019
PUBLISHED:	_____, 2019
EFFECTIVE DATE:	_____, 2019
ORDINANCE NUMBER:	2019-24

2.16.040 – Site Plans and Design Review

- F. Decision Criteria. The director and planning commission shall base their respective recommendations or decisions on site plan and design review applications on the following criteria:
1. The site plan and design is in conformance consistent with all applicable code provisions of the BIMC and development standards of the applicable zoning district, unless a standard has been modified as a housing design demonstration project pursuant to BIMC 2.16.020.S; and
 2. The locations of the buildings and structures, open spaces, and landscaping, ~~pedestrian, bicycle and vehicular circulation systems~~ result in a context sensitive design; and ~~are adequate, safe, efficient and in conformance with the Island-Wide Transportation Plan;~~ **MOVED DOWN TO SECTION 4.C**
 3. The Kitsap County Public Health District has determined that the site plan and design meets the following decision criteria:
 - a. The proposal conforms to current standards regarding domestic water supply and sewage disposal; or if the proposal is not to be served by public sewers, then the lot has sufficient area and soil, topographic and drainage characteristics to permit an on-site sewage disposal system.
 - b. If the health district recommends approval of the application with respect to those items in subsection ~~EF.3.a~~ of this section, the health district shall so advise the director.
 - c. If the health district recommends disapproval of the application, it shall provide a written explanation to the director;
 4. The city engineer has determined that the site plan and design meets the following decision criteria:
 - a. The site plan and design conforms to regulations concerning drainage in Chapters 15.20 and 15.21 BIMC; and
 - b. The site plan and design will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use and enjoyment of properties downstream; and
 - c. The streets, nonmotorized facilities and pedestrian ways, locations of the buildings, structures, and vehicular circulation systems as proposed align with and are otherwise coordinated with streets serving adjacent properties and are adequate, safe, efficient and consistent with the Island-Wide Transportation Plan; and
 - d. The streets, bicycle facilities and pedestrian ways as proposed are adequate to accommodate anticipated traffic; and
 - e. If the site will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the site, and the applicable required service(s) can be made available at the site; and
 - f. The site plan and design conforms to the “City of Bainbridge Island Engineering Design and Construction Standards and Specifications,” unless the city engineer has approved a variation deviation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title 18; and
 5. The site plan and design is consistent with all applicable design guidelines in BIMC Title 18, unless strict adherence to a guideline has been modified as a housing design demonstration project pursuant to BIMC 2.16.020.S; and
 6. No harmful or unhealthful conditions are likely to result from the proposed site plan; and
 7. The site plan and design is consistent ~~in conformance~~ with the comprehensive plan and other applicable adopted community plans; and
 8. ~~Any If the subject property subject to site plan and design review that contains a critical area or buffer, as defined in Chapter 16.20 BIMC, the site plan and design review permit~~ conforms to all requirements of that chapter; and
 9. ~~Any If the subject property subject to site plan and design review that~~ is within shoreline jurisdiction, as defined in Chapter 16.12 BIMC, the site plan and design review permit conforms to all requirements of that chapter; and

10. If the applicant is providing privately owned open space and is requesting credit against dedications for park and recreation facilities required by BIMC 17.20.020.C, the requirements of BIMC 17.20.020.D have been met;
10. The Bainbridge Island Fire Department has reviewed the application and determined that the conditional use will be properly designed to ensure fire protection; and
11. The site plan and design has been prepared consistent with the purpose and review procedures of this chapter the site design review process and open space goals.

NOTE: RECOMMEND MAKING CRITERIA FOR MINOR CUP (SECTION D) IDENTICAL WITH MAJOR CUP (SECTION F)

2.16.050 – Minor conditional use permit

D. Nonagricultural Minor Conditional Use Decision Criteria. A nonagricultural minor conditional use or an agricultural research facility may be approved if:

1. The conditional use is consistent with all applicable design guidelines in BIMC Title 18. The conditional use is harmonious and compatible in design, character and appearance with the established and intended character of the neighborhood, considering factors that include but are not limited to, hours of operation, the type of activities generated by the use, and the predictable levels of any adverse impacts and quality of development in the vicinity of the subject property and with the physical characteristics of the subject property; provided, that in the case of a housing design demonstration project any differences in design, character or appearance that are in furtherance of the purpose and decision criteria of BIMC 2.16.020.S shall not result in denial of a conditional use permit for the project; and
2. The conditional use will be served by adequate public facilities including roads, water, fire protection, sewage disposal facilities and storm drainage facilities; **NOTE: DUPLICATIVE WITH CITY ENGINEER/HEALTH DISTRICT SUBSECTIONS.**
3. The conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property; **DUPLICATIVE WITH SUBSECTION 4**
- 2.4. The conditional use is in accord consistent with the comprehensive plan and other applicable adopted community plans, including the Island-Wide Transportation Plan; and
- 3.5. The conditional use complies with all other applicable provisions of the BIMC, unless a provision has been modified as a housing design demonstration project pursuant to BIMC 2.16.020.S; and
- 4.6. All necessary measures have been taken to eliminate or reduce to the greatest extent possible the impacts that the proposed use may have on the immediate vicinity of the subject property; and
- 5-7. Noise levels shall be in compliance with BIMC 16.16.020 and 16.16.040.A; and
- 6-8. The city engineer has determined that the conditional use meets the following decision criteria:
 - a. The conditional use conforms to regulations concerning drainage in Chapters 15.20 and 15.21 BIMC; and
 - b. The conditional use will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use and enjoyment of properties downstream; and
 - c. The streets and nonmotorized facilities pedestrian ways as proposed align with and are otherwise coordinated with streets serving adjacent properties and are adequate, safe, efficient and consistent with the Island-Wide Transportation Plan; and
 - d. The streets bicycle facilities and pedestrian ways as proposed are adequate to accommodate anticipated traffic; and
 - e. If the conditional use will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the conditional use, and the applicable required service(s) can be made available at the site; and
 - f. The conditional use conforms to the “City of Bainbridge Island Engineering Design and Development Standards and Specifications Manual,” unless the city engineer has approved a

~~variation deviation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title 18.~~

7. The Kitsap-Public Health District has determined that the site plan and design meets the following decision criteria:

- a. The proposal conforms to current standards regarding domestic water supply and sewage disposal; or if the proposal is not to be served by public sewers, then the lot has sufficient area and soil, topographic and drainage characteristics to permit an on-site sewage disposal system.
- b. If the health district recommends approval or disapproval of the application the health district shall so advise the director.

8. The Bainbridge Island Fire Department has reviewed the application and determined that the conditional use will be properly designed to ensure fire protection; and

9. If a minor conditional use is processed as a housing design demonstration project pursuant to BIMC 2.16.020.S, the above criteria will be considered in conjunction with the purpose, goals, policies, and decision criteria of BIMC 2.16.020.S; and

10. A conditional use may be approved with conditions. If no reasonable conditions can be imposed that ensure the application meets the decision criteria of this chapter, then the permit application shall be denied.

E. Agricultural Conditional Use Decision Criteria.

1. As agriculture is a preferred use, conditional uses that are listed as agricultural uses in Table 18.09.020 (except for agricultural research facilities) may be approved if:

- a. The conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property; and
- b. The conditional use is in accord with the comprehensive plan and other applicable adopted community plans, including the Island-Wide Transportation Plan; and
- c. The conditional use will be served by adequate public facilities including roads, water, fire protection, sewage disposal facilities and storm drainage facilities; and
- d. The conditional use complies with all other provisions of the BIMC.

2. Animal agricultural conditional uses that are in compliance with an existing conditional use permit may expand any structure or area used in the operation of the conditional use on January 1, 2012 (effective date of adoption), by up to 25 percent without applying for a new conditional use permit.

3. Crop agriculture conditional uses that are in compliance with an existing conditional use permit may expand an unlimited amount without an additional conditional use permit, given they comply with the standards in BIMC Titles 16 and 18.

2.16.110 Major conditional use permit

F. Decision Criteria. A conditional use may be approved or approved with conditions if:

1. ~~A conditional use may be approved or approved with conditions if:~~

~~a. The conditional use is consistent with all applicable design guidelines in BIMC Title 18. The conditional use is harmonious and compatible in design, character and appearance with the established and intended character of the neighborhood, considering factors that include but are not limited to, hours of operation, the type of activities generated by the use, and the predictable levels of any adverse impacts and quality of development in the vicinity of the subject property and with the physical characteristics of the subject~~

property; provided, that in the case of a housing design demonstration project any differences in design, character or appearance that are in furtherance of the purpose and decision criteria of BIMC [2.16.020.Q](#) shall not result in denial of a conditional use permit for the project; and

~~b. The conditional use will be served by adequate public facilities including roads, water, fire protection, sewage disposal facilities and storm drainage facilities; and~~ **DUPLICATIVE WITH SUBSECTION 6**

~~c. The conditional use will not be materially detrimental to uses or property in the vicinity of the subject property; and~~ **DUPLICATIVE WITH SUBSECTION 4**

2 d. The conditional use is in accord consistent with the comprehensive plan and other applicable adopted community plans, including the Island-Wide Transportation Plan; and

3 e. The conditional use complies with all other applicable provisions of the BIMC, unless a provision has been modified as a housing design demonstration project pursuant to BIMC [2.16.020.Q](#); and

4 f. All necessary measures have been taken to eliminate or reduce to the greatest extent possible the impacts that the proposed use may have on the ~~immediate~~ vicinity of the subject property; and

5 g. Noise levels shall be in compliance with BIMC [16.16.020](#) and [16.16.040.A](#); and

~~h. The vehicular, pedestrian, and bicycle circulation meets all applicable city standards, unless the city engineer has modified the requirements of BIMC [18.15.020.B.4](#) and [B.5](#), allows alternate driveway and parking area surfaces, and confirmed that those surfaces meet city requirements for handling surface water and pollutants in accordance with Chapters [15.20](#) and [15.21](#) BIMC; and~~ **DUPLICATIVE WITH SUBSECTION 6**

6 i. The city engineer has determined that the conditional use meets the following decision criteria:

~~a i.~~ The conditional use conforms to regulations concerning drainage in Chapters [15.20](#) and [15.21](#) BIMC; and

~~b ii.~~ The conditional use will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use ~~and enjoyment~~ of properties downstream; and

~~c iii.~~ The streets, nonmotorized facilities, and pedestrian ways locations of the buildings, structures, and vehicular circulation systems as proposed align with and are otherwise coordinated with streets serving adjacent properties and are adequate, safe, efficient and consistent with the Island-Wide Transportation Plan; and

~~d iv.~~ The streets, bicycle facilities and pedestrian ways as proposed are adequate to accommodate anticipated traffic; and

~~e v.~~ If the conditional use will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the conditional use, and the applicable required service(s) can be made available at the site; and

~~f vi.~~ The conditional use conforms to the "City of Bainbridge Island Engineering Design and Construction Development Standards and Specifications Manual," unless the city engineer has approved a variation deviation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title [17](#).

7. The conditional use meets any applicable requirements of the Kitsap-Public Health District has determined that the following decision criteria:

a. The proposal conforms to current standards regarding domestic water supply and sewage disposal; or if the proposal is not to be served by public sewers, then the lot has sufficient area and soil, topographic and drainage characteristics to permit an on-site sewage disposal system.

b. If the health district recommends approval or disapproval of the application the health district shall so advise the director.

8. The conditional use meets all applicable Bainbridge Island Fire Department requirements has reviewed the application and determined that the conditional use will be properly designed to ensure fire protection.

9. If a major conditional use is processed as a housing design demonstration project pursuant to BIMC [2.16.020.Q](#), the above criteria will be considered in conjunction with the purpose, goals, policies, and decision criteria of BIMC [2.16.020.Q](#).

10. A conditional use may be approved, or recommended for approval, with conditions. If no reasonable conditions can be imposed that ensure the application permit meets the decision criteria of this chapter, then the application permit shall be denied.

G. Additional Decision Criteria for Institutions in Residential Zones. Applications to locate any of those uses categorized as educational facilities, governmental facilities, religious facilities, health care facilities, cultural facilities, or clubs in Table 18.09.020 in residential zones shall be processed as major conditional use permits and shall be required to meet the following criteria, in addition to those in subsection D of this section:

1. All sites must front on roads classified as residential suburban, collector, or arterial on the Bainbridge Island functional road classification map. **CONSIDER MOVING THIS SECTION TO 18.09.030 USE SPECIFIC STANDARDS.**

2. If the traffic study shows an adverse impact on the level of service, those impacts have been mitigated as required by the city engineer. **CHECK WITH PUBLIC WORKS ABOUT HOW THIS IS REVIEWED**

~~3. If the application is located outside of Winslow study area, the project shall provide vegetated perimeter buffers in compliance with BIMC [18.15.010](#).~~ **DUPLICATIVE- PERIMETER LANDSCAPING REQUIREMENTS IN 18.15.010**

~~4. The proposal meets the requirements of the commercial/mixed use design guidelines in BIMC [18.18.030.C](#).~~ **DUPLICATIVE TO DESIGN GUIDELINES CRITERIA ABOVE**

~~5. The scale of proposed construction including bulk and height and architectural design features is compatible with the immediately surrounding area, as reviewed with the design guidelines.~~

~~6. If the facility will have attendees and employees numbering fewer than 50 or an assembly seating area of less than 50, the director may waive any or all the above requirements in this subsection G-E, but may not waive those required elsewhere in the BIMC.~~

~~7. Lot coverage does not exceed 50 percent of the allowable lot coverage in the zone in which the institution is located, except that public schools and governmental facilities, as defined in BIMC Title [18](#), that are located in the R-0.4 zoning district shall be allowed 150 percent of the lot coverage established in the R-0.4 zoning district, and such public schools and governmental facilities located in other zoning districts shall be allowed 100 percent of the lot coverage established in the underlying zoning district in which the facility is located, unless, regardless of which zoning district such a facility is located, conditions are required to limit the lot coverage to mitigate impacts of the use.~~ **CONSIDER MOVING THIS SECTION TO 18.09.030 USE SPECIFIC STANDARDS.**

H. Approval of Additional Height in Nonresidential Districts.

1. In the NC zone district a maximum height of 45 feet for nonresidential uses can be approved through the major conditional use permit process if the director determines that: (a) view opportunities are not substantially reduced; (b) fire flow is adequate; and (c) solar access of neighboring lots is not substantially reduced.

2. In the B/I zone district a maximum height of 45 feet can be approved through the major conditional use process if the director determines that: (a) view opportunities are not substantially reduced; (b) fire flow is adequate; (c) solar access of neighboring lots is not reduced; and (d) the appearance of the neighborhood will not substantially change.

3. In the WDI zone district a maximum height of 45 feet can be approved through the major conditional use process if the director determines that (a) view opportunities are not substantially reduced; (b) fire flow is adequate; (c) solar access of neighboring lots is not reduced; and (d) each setback requirement shall be increased one foot for each additional foot of building height allowed. In portions of the WDI

district located within the shoreline jurisdiction regulated by Chapter [16.12](#) BIMC, a shoreline variance may be needed before additional height can be approved.

2.16.040 – Site Plans and Design Review

F. Decision Criteria. The director and planning commission shall base their respective recommendations or decisions on site plan and design review applications on the following criteria:

1. The site plan and design is in conformance with applicable code provisions and development standards of the applicable zoning district, unless a standard has been modified as a housing design demonstration project pursuant to BIMC [2.16.020.S](#);
2. The locations of the buildings and structures, open spaces, landscaping, pedestrian, bicycle and vehicular circulation systems are adequate, safe, efficient and in conformance with the Island-Wide Transportation Plan;
3. The Kitsap County health district has determined that the site plan and design meets the following decision criteria:
 - a. The proposal conforms to current standards regarding domestic water supply and sewage disposal; or if the proposal is not to be served by public sewers, then the lot has sufficient area and soil, topographic and drainage characteristics to permit an on-site sewage disposal system.
 - b. If the health district recommends approval of the application with respect to those items in subsection E.3.a of this section, the health district shall so advise the director.
 - c. If the health district recommends disapproval of the application, it shall provide a written explanation to the director;
4. The city engineer has determined that the site plan and design meets the following decision criteria:
 - a. The site plan and design conforms to regulations concerning drainage in Chapters [15.20](#) and [15.21](#) BIMC; and
 - b. The site plan and design will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use and enjoyment of properties downstream; and
 - c. The streets and pedestrian ways as proposed align with and are otherwise coordinated with streets serving adjacent properties; and
 - d. The streets and pedestrian ways as proposed are adequate to accommodate anticipated traffic; and
 - e. If the site will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the site, and the applicable service(s) can be made available at the site; and
 - f. The site plan and design conforms to the “City of Bainbridge Island Design and Construction Standards,” unless the city engineer has approved a variation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title [18](#);
5. The site plan and design is consistent with all applicable design guidelines in BIMC Title [18](#), unless strict adherence to a guideline has been modified as a housing design demonstration project pursuant to BIMC [2.16.020.S](#);
6. No harmful or unhealthful conditions are likely to result from the proposed site plan;
7. The site plan and design is in conformance with the comprehensive plan and other applicable adopted community plans;
8. Any property subject to site plan and design review that contains a critical area or buffer, as defined in Chapter [16.20](#) BIMC, conforms to all requirements of that chapter;
9. Any property subject to site plan and design review that is within shoreline jurisdiction, as defined in Chapter [16.12](#) BIMC, conforms to all requirements of that chapter;

10. If the applicant is providing privately owned open space and is requesting credit against dedications for park and recreation facilities required by BIMC [17.20.020.C](#), the requirements of BIMC [17.20.020.D](#) have been met;
11. The site plan and design has been prepared consistent with the purpose of the site design review process and open space goals.

2.16.050 – Minor conditional use permit

D. Nonagricultural Minor Conditional Use Decision Criteria. A nonagricultural minor conditional use or an agricultural research facility may be approved if:

1. The conditional use is harmonious and compatible in design, character and appearance with the intended character and quality of development in the vicinity of the subject property and with the physical characteristics of the subject property; provided, that in the case of a housing design demonstration project any differences in design, character or appearance that are in furtherance of the purpose and decision criteria of BIMC [2.16.020.S](#) shall not result in denial of a conditional use permit for the project;
2. The conditional use will be served by adequate public facilities including roads, water, fire protection, sewage disposal facilities and storm drainage facilities;
3. The conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property;
4. The conditional use is in accord with the comprehensive plan and other applicable adopted community plans, including the Island-Wide Transportation Plan;
5. The conditional use complies with all other provisions of the BIMC, unless a provision has been modified as a housing design demonstration project pursuant to BIMC [2.16.020.S](#);
6. All necessary measures have been taken to eliminate or reduce to the greatest extent possible the impacts that the proposed use may have on the immediate vicinity of the subject property;
7. Noise levels shall be in compliance with BIMC [16.16.020](#) and [16.16.040.A](#);
8. The city engineer has determined that the conditional use meets the following decision criteria:
 - a. The conditional use conforms to regulations concerning drainage in Chapters [15.20](#) and [15.21](#) BIMC; and
 - b. The conditional use will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use and enjoyment of properties downstream; and
 - c. The streets and pedestrian ways as proposed align with and are otherwise coordinated with streets serving adjacent properties; and
 - d. The streets and pedestrian ways as proposed are adequate to accommodate anticipated traffic; and
 - e. If the conditional use will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the conditional use, and the applicable service(s) can be made available at the site; and
 - f. The conditional use conforms to the “City of Bainbridge Island Engineering Design and Development Standards Manual,” unless the city engineer has approved a variation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title [18](#).
9. If a minor conditional use is processed as a housing design demonstration project pursuant to BIMC [2.16.020.S](#), the above criteria will be considered in conjunction with the purpose, goals, policies, and decision criteria of BIMC [2.16.020.S](#).

10. A conditional use may be approved with conditions. If no reasonable conditions can be imposed that ensure the application meets the decision criteria of this chapter, then the application shall be denied.

E. Agricultural Conditional Use Decision Criteria.

1. As agriculture is a preferred use, conditional uses that are listed as agricultural uses in Table 18.09.020 (except for agricultural research facilities) may be approved if:
 - a. The conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property; and
 - b. The conditional use is in accord with the comprehensive plan and other applicable adopted community plans, including the Island-Wide Transportation Plan; and
 - c. The conditional use will be served by adequate public facilities including roads, water, fire protection, sewage disposal facilities and storm drainage facilities; and
 - d. The conditional use complies with all other provisions of the BIMC.
2. Animal agricultural conditional uses that are in compliance with an existing conditional use permit may expand any structure or area used in the operation of the conditional use on January 1, 2012 (effective date of adoption), by up to 25 percent without applying for a new conditional use permit.
3. Crop agriculture conditional uses that are in compliance with an existing conditional use permit may expand an unlimited amount without an additional conditional use permit, given they comply with the standards in BIMC Titles [16](#) and [18](#).

2.16.110 Major conditional use permit

F. Decision Criteria.

1. A conditional use may be approved or approved with conditions if:
 - a. The conditional use is harmonious and compatible in design, character and appearance with the intended character and quality of development in the vicinity of the subject property and with the physical characteristics of the subject property; provided, that in the case of a housing design demonstration project any differences in design, character or appearance that are in furtherance of the purpose and decision criteria of BIMC [2.16.020.Q](#) shall not result in denial of a conditional use permit for the project; and
 - b. The conditional use will be served by adequate public facilities including roads, water, fire protection, sewage disposal facilities and storm drainage facilities; and
 - c. The conditional use will not be materially detrimental to uses or property in the vicinity of the subject property; and
 - d. The conditional use is in accord with the comprehensive plan and other applicable adopted community plans, including the Island-Wide Transportation Plan; and
 - e. The conditional use complies with all other provisions of the BIMC, unless a provision has been modified as a housing design demonstration project pursuant to BIMC [2.16.020.Q](#); and
 - f. All necessary measures have been taken to eliminate or reduce to the greatest extent possible the impacts that the proposed use may have on the immediate vicinity of the subject property; and
 - g. Noise levels shall be in compliance with BIMC [16.16.020](#) and [16.16.040.A](#); and
 - h. The vehicular, pedestrian, and bicycle circulation meets all applicable city standards, unless the city engineer has modified the requirements of BIMC [18.15.020.B.4](#) and [B.5](#), allows alternate driveway and parking area surfaces, and confirmed that those surfaces meet

city requirements for handling surface water and pollutants in accordance with Chapters [15.20](#) and [15.21](#) BIMC; and

i. The city engineer has determined that the conditional use meets the following decision criteria:

i. The conditional use conforms to regulations concerning drainage in Chapters [15.20](#) and [15.21](#) BIMC; and

ii. The conditional use will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use and enjoyment of properties downstream; and

iii. The streets and pedestrian ways as proposed align with and are otherwise coordinated with streets serving adjacent properties; and

iv. The streets and pedestrian ways as proposed are adequate to accommodate anticipated traffic; and

v. If the conditional use will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the conditional use, and the applicable service(s) can be made available at the site; and

vi. The conditional use conforms to the “City of Bainbridge Island Engineering Design and Development Standards Manual,” unless the city engineer has approved a variation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title [17](#).

j. If a major conditional use is processed as a housing design demonstration project pursuant to BIMC [2.16.020.Q](#), the above criteria will be considered in conjunction with the purpose, goals, policies, and decision criteria of BIMC [2.16.020.Q](#).

2. If no reasonable conditions can be imposed that ensure the application meets the decision criteria of this chapter, then the application shall be denied.

G. Additional Decision Criteria for Institutions in Residential Zones. Applications to locate any of those uses categorized as educational facilities, governmental facilities, religious facilities, health care facilities, cultural facilities, or clubs in Table 18.09.020 in residential zones shall be processed as major conditional use permits and shall be required to meet the following criteria, in addition to those in subsection D of this section:

1. All sites must front on roads classified as residential suburban, collector, or arterial on the Bainbridge Island functional road classification map.

2. If the traffic study shows an impact on the level of service, those impacts have been mitigated as required by the city engineer.

3. If the application is located outside of Winslow study area, the project shall provide vegetated perimeter buffers in compliance with BIMC [18.15.010](#).

4. The proposal meets the requirements of the commercial/mixed use design guidelines in BIMC [18.18.030.C](#).

5. The scale of proposed construction including bulk and height and architectural design features is compatible with the immediately surrounding area.

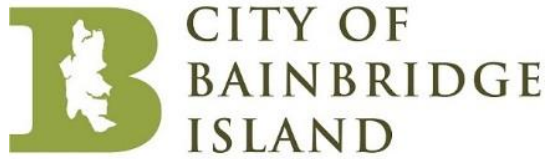
6. If the facility will have attendees and employees numbering fewer than 50 or an assembly seating area of less than 50, the director may waive any or all the above requirements in this subsection E, but may not waive those required elsewhere in the BIMC.

7. Lot coverage does not exceed 50 percent of the allowable lot coverage in the zone in which the institution is located, except that public schools and governmental facilities, as defined in BIMC Title [18](#), that are located in the R-0.4 zoning district shall be allowed 150 percent of the lot coverage established in the R-0.4 zoning district, and such public schools and governmental facilities located in other zoning districts shall be allowed 100 percent of the lot coverage

established in the underlying zoning district in which the facility is located, unless, regardless of which zoning district such a facility is located, conditions are required to limit the lot coverage to mitigate impacts of the use.

H. Approval of Additional Height in Nonresidential Districts.

1. In the NC zone district a maximum height of 45 feet for nonresidential uses can be approved through the major conditional use permit process if the director determines that: (a) view opportunities are not substantially reduced; (b) fire flow is adequate; and (c) solar access of neighboring lots is not substantially reduced.
2. In the B/I zone district a maximum height of 45 feet can be approved through the major conditional use process if the director determines that: (a) view opportunities are not substantially reduced; (b) fire flow is adequate; (c) solar access of neighboring lots is not reduced; and (d) the appearance of the neighborhood will not substantially change.
3. In the WDI zone district a maximum height of 45 feet can be approved through the major conditional use process if the director determines that (a) view opportunities are not substantially reduced; (b) fire flow is adequate; (c) solar access of neighboring lots is not reduced; and (d) each setback requirement shall be increased one foot for each additional foot of building height allowed. In portions of the WDI district located within the shoreline jurisdiction regulated by Chapter [16.12](#) BIMC, a shoreline variance may be needed before additional height can be approved.



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

Date: August 22, 2019
To: Planning Commission
From: Christy Carr, AICP
Senior Planner
Subject: **Design Guidelines Update**

The purpose of this agenda item is to provide the Planning Commission the opportunity to review the final draft of the City's updated design guidelines. It is anticipated that minor code changes to BIMC 18.15 and 18.18 will be included in the adopting ordinance for the update. A public hearing is scheduled for September 5, 2019. This timeline is set to allow the updated design guidelines to be effective prior to the October 3, 2019 expiration date of the development moratorium.

The City has been working with a consultant, Framework, on an update to the design guidelines since the beginning of 2019.

Two documents are included in the agenda packet:

- *Design Guidelines Update Existing Conditions and Gap Analysis* – A report that contains a comprehensive review of the City's existing design guidelines and elements of the City's existing design guidelines and design review process that can be improved to address missing elements and current best practices through updated standards and guidelines.
- *Design for Bainbridge* – The updated design guidelines document.

Additional background materials related to the project are available on the [Design Guidelines Update](#) project page on the City's website.



DESIGN GUIDELINES

UPDATE

EXISTING CONDITIONS +
GAP ANALYSIS

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Overview

This gap analysis contains a comprehensive review of the City of Bainbridge Island's existing design standards, relevant sections of the City's municipal code, and a review of the City Design Review Board's decision-making process through permit documents and other materials. The purpose of this analysis is to identify elements of the City's existing design guidelines and design review process that can be improved to address missing elements and current best practices through updated standards and guidelines.

The following documents and information were used to assess the current gaps:

- 1. Bainbridge Island Municipal Code (BIMC) Title 18**
- 2. Focus Groups**
- 3. Design Guidelines**
 - a. Central Core Overlay Design
 - b. Commercial and Mixed Use – Neighborhood Service Centers Design Guidelines
 - c. Ericksen Avenue Overlay
 - d. Fort Ward Design
 - e. Light Manufacturing Design
 - f. Mixed Use Town Center and High School Road Design
 - g. Urban Single-Family Design
 - h. Multi-family
- 4. Development Review + Permit Case Studies**
- 5. Administrative Manual for Planning Permit Requirements**
- 6. Meetings with the Design Review Board and City Staff**

Key Takeaways

The following are the key takeaways (See Figure 1) from the gap analysis and inform the design guidelines update and future community outreach during the project.

Figure 1. Gap Analysis Key Takeaways

Support the vision

The Design Guidelines need to be crafted to best support the vision for the community described in the Comprehensive Plan, including the five overriding principles:

- Preserve the special character and history of the Island
 - Protect fragile water resources
 - Foster diversity
 - Consider costs and benefits to property owners when making land use decisions
 - Promote sustainable development
-

Incorporate sustainability

The Design Guidelines should support and encourage sustainable design strategies for storm water, energy, water use, tree canopy, habitat, materiality, and reduction of fossil fuel use through walkable & transit-oriented communities. Making sustainable a visible and prominent part of new development could also be encouraged as a design strategy. A focus of design guidelines should be to protect the Island's natural systems, support sustainable building, design and operations, and create a more resilient built environment.

Be specific to Bainbridge Island and the Districts

Bainbridge residents highly value the presence of its long-standing architecture and its landscape. The design guidelines should recognize that preservation retains Island character, and the update should incorporate guidelines that are more specific to the Island as whole and the districts subject to design review. The guidelines should go beyond preserving and responding to the existing character of Bainbridge Island, and speak to the desired future conditions on the Island and its unique districts, with development that contributes to the built environment and helps protect and repair the natural environment.

Respect context and character rather than zoning

Many of the design guidelines and districts follow zoning designations and do not support integrating the character and distinct characteristics of the surrounding neighborhood, such as historical structures, landmarks, significant views, and natural features.

Provide for the creation open and public space outside of subdivision regulations

Development should contribute to neighborhood public and open spaces. The municipal code should specify the amount of public space to be integrated into multifamily, mixed-use and commercial projects and the design guidelines should provide direction on how to provide that spaces on different street frontages and within different contexts on the Island.

Be understandable and aligned with the design process

Design Guidelines need to have a clear role in the permitting and design process that is user-friendly for project proponents and the broader community. Guidelines should be written in clear language that supports a productive conversation among stakeholders and the Design Review Board while supporting the standards in the Municipal Code.

Be effective and implementable

Feedback indicates that the guidelines need to be more enforceable. Legal parameters for design review and preference for standards as opposed to guidelines require clarity. Design standards require better coordination and integration with the Municipal Code. In addition, training and resources should be provided for new staff, board members, and applicants.

Simplify and coordinate current guidelines and checklists

The update will reorganize the City's seven sets of design guidelines and thirteen design checklists into a unified structure and format for city-wide and neighborhood-specific guidelines that is user-friendly.

Monitor the Program

An ongoing monitoring program is needed to understand if the program is achieving its intended purpose or if further revisions are needed. The monitoring program may include an annual report, design awards, educational events, and other activities to promote good design on Bainbridge.

Focus Groups

Overview

Two focus group meetings were held on Wednesday December 19, 2018 from 10am to 12pm and 1pm to 3pm at Bainbridge Island City Hall. The following people participated in the focus groups in addition to City staff and consultants from Framework:

Focus Group Meeting #1 – 10am to 12pm

Belinda Thornberg

Jeb Thornberg

Charlie Wenzlau

Jonathan Davis

Russ Hamlet

Brandon Hogg

Jane Rein

Peter Brachvogel

Charles Schmid

Kelsey Laughlin

Eric Dieffenbach

Jared Moravec

Brian Wilkinson

Tim Spenser

Focus Group Meeting #2 – 1pm to 3pm

Hank Teran

Rick Blumenthal

LT Yoson

Key Focus Group Discussion Themes

- A. Site Planning.** Site planning is not adequately addressed in current guidelines and can create design concerns for new development in the community.
- B. Sustainability.** Sustainability is a core goal in the City's Comprehensive Plan and should be supported and incentivized where feasible in the update to the design guidelines. Participants discussed related efforts such as the upcoming green building code, the Living Building Challenge as a standard to aspire to in the green building code, and the importance of building enclosures for reducing energy use.
- C. Regionalism and its Adaptation to Bainbridge.** The "Northwest Style" and its application to Bainbridge are important elements of the design guidelines update.
- D. The Public Realm and Urban Design.** Design guidelines should focus on the public realm, the relationship between public spaces and private development such as along a street, and on human experience as a pedestrian within streets and public spaces.
- E. Regulating Architectural Style.** Regulating specific architectural styles is a less important part of the design guidelines update but improving standards for building materials should be a focus of the update.
- F. Walkability and Human Scaled Design.** The design guidelines update will not change zoning, however the group agreed that diffuse lower-intensity development can contribute to design challenges from larger house sizes and high land prices. Without changes to density, collocating sites and buildings allows for more sustainable and human scaled development.
- G. Current Design Guidelines are Generally Acceptable.** Current design guidelines support the right intent, but the structure, formatting, and communication of the design guidelines and review process should be improved in the update.

- H. Design must be Specific to Bainbridge.** The design guidelines and, ultimately, the design of new development should be unique to Bainbridge, including the Island, the neighborhood, and the site. The design guidelines should prohibit or discourage stock designs for housing and architecture.
- I. Design Principles are Important.** Design principles are important to guide community discussions during the review process and must be guided by clear design principles that illustrate what is important for any new design or project such as sustainability, regionalism, high-quality materials, human scale, and walkability.
- J. Neighborhood Centers are Unique.** The design guidelines should expand neighborhood specific design guidelines based on the understanding that each neighborhood center has a unique character and identity that all new development should contribute to.
- K. Design Review should include Subdivisions.** The new subdivision design guidelines are under development and must be integrated with the other guidelines and overall review process.
- L. Public Art and Affordable Housing Opportunities.** Integrating public art and providing for more affordable housing should be supported in the design guidelines update. Opportunities to expand public art and affordable housing through incentives should be considered in the design guidelines update. Recent interactive public art projects have been highly used and regarded by the community such as in Lynwood Center.
- M. Guidance for Public Projects.** Design review is not currently required for most public projects, but some have been brought to the Design Review Board (DRB) for advisory review. Design guidelines could better support review of public projects.

Design Guidelines

Findings Across All Guidelines

The City's various sets of design guidelines share a few fundamental gaps that should be addressed across all the City's existing use- and district-specific guidelines. The Urban Single-Family Overlay was recently eliminated as part of a Comprehensive Plan update and therefore design guidelines will not longer apply in those areas.

Specificity: Bainbridge Island's existing design guidelines use general statements that lack specificity and are not quantifiable. They are not well tailored to specific districts and are difficult to apply to development proposals or specific design elements in a way that can drive productive conversation and improve design.

Distinguishing between Standards and Guidelines: Standards and guidelines are used interchangeably with no clear distinction, including parameters that fit better under zoning requirements than design guidelines. If standards are intended to serve as requirements for new development, they should be integrated into the Municipal Code. The city's planning staff and the Design Review Board (DRB) should have a clear understanding of the distinction between the two and make that distinction clear for potential applicants.

Tying Guidelines to the Zoning Code: Design guidelines should tie into general standards contained in the Municipal Code, reference related provisions of the code explicitly, and should elaborate on requirements for site design, landscaping and access.

Review Process: Breakdowns in the review process are a consequence of a lack of formal procedures and submission requirements. In some cases, design reviews lack written and actionable decisions from the Design Review Board (DRB) for the Planning Commission or hearing examiner to reference.

Graphics: Graphic illustrations of design concepts are inconsistent in the existing design guidelines, and often lack specificity or quantification necessary to help improve design. Illustrations should be specific and diagrammatic so that they are clear and relate to specific guidelines.

Contextualization: Existing guidelines often lack an introduction that sets forth a design intent, process and how each set of guidelines is to be used. An introduction and context should unify the document and provide a basis from which to consider deviations from specific guidelines to honor a broader design intent.

Streets and Frontages: Existing design standards do not relate site and building design standards to street typologies. Design standards should tie frontage types and elements of site design that relate to the Island's streets and neighborhood context. Specifications and standards for street design on Bainbridge should be included in the Municipal Code.

Preserve and Honor Bainbridge Island's Character: Existing guidelines do not reflect development that embraces and contributes to the character, history, and natural setting of Bainbridge Island. To ensure that new development respects the Island's rural feel, historic structures and fragile natural system, the process should require a consideration of context through the design process and analysis.

Central Core Overlay

Summary: The Central Core Overlay Design Guidelines apply to all new development in the overlay district (See Figure 2). In addition, development within the district is also subject to the General Guidelines for the Mixed-Use Town Center and Guidelines for Commercial and Mixed-Use Projects (See Figure 3). Gaps in the existing guidelines and recommendations are listed in Figure 4. The guidelines include the following sections:

- Streetscape Design
- Public Space
- Building Design
- Parking Design

Figure 2. Central Core Overlay District

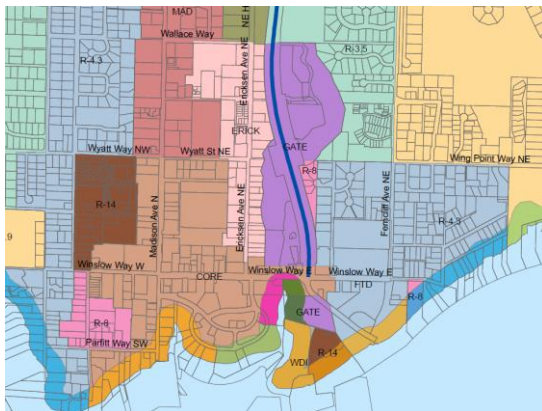


Figure 3. Guidelines applicable to the Core District

Guidelines Applying to the Core District

General Guidelines- All Districts	
1. Parking Lot Location	☐
2. Outdoor Spaces and Amenities	☐
3. Pedestrian Connections	☐
4. Shielded Lighting	☐
5. Screen Service Areas	☐
6. Common Open Space	☐
6a. Conceal Garage Doors	☐
7. Overall Form-Building Styles	☐
8. Building Entrances	☐
9. Conceal Mechanical Equipment	☐
10. Structured Parking	☐
11. Encouraging Varied Details	☐
12. Integration of Signs with Architecture	☐
13. Creative Signs	☐
14. Awning Signs	☐

Commercial/Mixed Use Guidelines

1. Variation in Façade Treatment	☐
2. Modulate Scale of Building Mass	☐
3. Limit Visual Impact Blank Facades	☐
4. Visually Prominent Ground Floor Facades	☐
5. Pedestrian Scale Along Facades	☐
6. Encouraging Frontages Along Sidewalks	☐
7. Reduce Bulk by Multiple Masses	☐
8. Encourage Public Outdoor Space	☐
9. Vegetate Between Buildings and Ped Paths	☐
10. Respond to Neighbor Buildings	☐
11. Minimize Intrusive Commercial Signage	☐
12. Minimize Curb Cuts	☐
13. Building Entrances Along Street	☐
14. Recessed Entries or Weather Protection	☐
15. Small Commercial Scale Buildings	☐
16. Parking Screening Vegetated Ped Paths	☐

Core District Guidelines

Streetscape Design	
1. Pedestrian Connections	☐
2. Sidewalk Areas	☐
3. Street Trees	☐
Public Spaces	
1. Plazas and Courtyards	☐
2. Designated Intersections	☐
Building Design	
A. Massing and Articulation	
1. Articulation	☐
2. Variety in Form	☐
3. Varied Frontages	☐
4. Multi-Frontages	☐
B. Street Level Elements	
1. First Floor Height	☐
2. Transparency	☐
3. Weather Protection	☐
4. Architectural Features	☐
C. Upper Level Stepback	
1. Stepback	☐
2. Distinguish Stepback	☐
3. Alternative to Stepback	☐
D. Treatment of Blank Walls	
1. Creative Approach	☐
2. Variety and Detail	☐
E. Roof Appearance	
1. Roof Design	☐
2. No Mansard Roofs	☐
Parking Design	
A. Surface Parking Lots	
B. Parking Structures	
1. Screened Structures	☐
2. Lighting Fixtures	☐

Figure 4. Central Core Overlay District Gaps

Gap	Recommendation	Code/Guideline Reference
Site Planning. The guidelines lack a section on site planning.	■ Add a section on site plan that addresses the relationship between public and private space, circulation, pedestrian oriented design, access, landscape integration, stormwater, and other features.	
Context. The guidelines do not provide any information on the context for the Core and how it should influence the design of streets, sites, and public spaces.	■ Add a section to the design guidelines that provides an overview of existing physical conditions and overall design in the Central Core District.	
Design Intent. The guidelines should provide a more holistic design intent statement that is applicable to all of the design guideline sections. Currently, the design intent statements are specific to each section of the guidelines.	■ Update the design intent section to provide an overall design intent statement that is connected to the City's comprehensive plan goals.	
Applicability. It is unclear how and when the guidelines are applied to specific projects. For example, the guidelines require internal walkways, which are an important feature in the Core area, but most properties lack the ability to provide these types of connections due to site and building constraints.	■ Provide more information on when the guidelines are applied. For example, require through block pedestrian connections when necessary to improve connectivity, site design, or building design by creating more pedestrian building frontage.	
Hierarchy. The current guidelines lack a hierarchy that follows the design process such as neighborhood context streets and public spaces, site design, building design, landscaping.	■ Develop a consistent format and hierarchy of information and guidelines during the update. The structure of the design guidelines should be generally consistent throughout the different district specific guidelines.	
Relationship between streets and building frontage. The building design section lacks focus on the relationship between the building edge and streetscape and how they should be designed in unison. Streetscapes may vary in response to street level uses and the current guidelines are insufficient in this regard.	■ In general, the guidelines should be updated to increase the focus on urban design and the space between buildings. ■ Guidelines should include street sections for the Bainbridge Island's distinct typologies and frontage guidelines to help guide building and site design. Specific standards for each of these elements should be contained in the Municipal Code.	

Gap	Recommendation	Code/Guideline Reference
Building Design Standards. The guidelines for building design are vague. It is difficult to interpret how they would be applied in the review of specific projects. The building design standards are not specific to Bainbridge Island or the Core District. More guidance on context and materials is needed.	Update the building design standards to be more specific and effective in promoting good design. The standards should be more specific to Bainbridge Island and the Core District.	Building Design – Pgs. 47-52
Guidelines vs. Standards. Several of the design guidelines are more commonly addressed by cities as standards in their zoning code such as those for weather protection, sidewalk widths, building setbacks, and transparency requirements.	- Clearly indicate design guidelines and standards - Integrate standards meant to serve as requirements or those that require uniformity (e.g. sidewalk width) into the BIMC.	Streetscape – Pg. 45
Multiple Sets of Competing Guidelines. The Central Core is subject to several sets of guidelines rather than a single set of uniform guideline that apply across the district.	Create a new set of design guidelines for projects in the Central Core or across the Island with specific guidelines for areas with distinct character considerations or historical value. Develop guidelines to address streets and public realm with core requirements should be in the BIMC.	

Commercial and Mixed Use – Neighborhood Service Centers Design Guidelines

Summary: The Commercial and Mixed-Use Guidelines apply to all commercial and mixed-use development and are considered the “General” guidelines for the City. Gaps in the existing guidelines along with recommendations are listed in Figure 5.

Figure 5. Commercial and Mixed- Use Guidelines Gaps

Gap	Recommendation	Code/Guideline Reference
Generic and Vague Language. The guidelines include mostly generic standards that are not specific to Bainbridge Island or the neighborhood centers with limited exceptions (e.g. Tudor style in Lynwood Village). To be legal and enforceable the language needs to be more specific and measurable to ensure compliance and meet the City's goals for development and sustainability.	- Relate character to specific design elements and quantifiable guidelines. - Include diagrams, images or other visual illustrations to accompany and clarify guidelines.	
Non-binding. Some guidelines are overly specific and may not be enforceable.. For example, the guidelines appear to require a public green at specific intersection in Rolling Bay, but no property is identified and it's unclear how this provision would legally be required of the property owner during development.	Remove design guidelines that address specific conditions or requirements for open space or other site elements. Consider adding these elements to a subarea plan for the BIMC to be more effective.	Rolling Bay – Pg. 20
Neighborhood Center Standards Lack Specific Guidance. The standards for the neighborhood centers of Lynwood Center, Rolling Bay, and Island Center are not specific enough to be usable by the design review process. The guidelines also reference subarea plans that may or may not exist or provide enough guidance to be used in the design review process. Each neighborhood center has 5 or fewer guidelines.	- Clearly define a design intent for each neighborhood center and develop guidelines that reflect that intent. - Appropriate site and building design guidelines should be developed for each center based on context and intent.	
No Introduction or Context. Following the cover page, the document goes straight to the first guideline without any additional context or guidance for the reader.	Develop a unified introduction applicable to the entire set of guidelines, that includes the design objectives, intent, process, and how to use the guidelines effectively.	

Gap	Recommendation	Code/Guideline Reference
Guidelines should be Standards in BIMC. Some of the guidelines include specific standards that are better suited to the BIMC.	▪ Add all standards to the BIMC.	▪ Building Modulation – Pg. 3 ▪ Blank Walls – Page 4 ▪ Ground Floor Facades – Pg. 5 ▪ Pedestrian Scale Lighting – Pg. 6 ▪ Parking Frontage – Pg. 7 ▪ Building Massing – Pg. 8 ▪ Outdoor Public Spaces – Pg. 9

Ericksen Avenue Overlay Design Guidelines

Summary: The Ericksen Avenue Design Guidelines apply within the overlay district within the Mixed-Use Town Center Zoning District (See Figure 6). The Mixed-Use Town Center Design Guidelines also include guidelines specific to Ericksen Avenue. Gaps in the existing guidelines are shown in Figure 7.

Figure 6. Ericksen Avenue Overlay District Map and Guidelines Structure

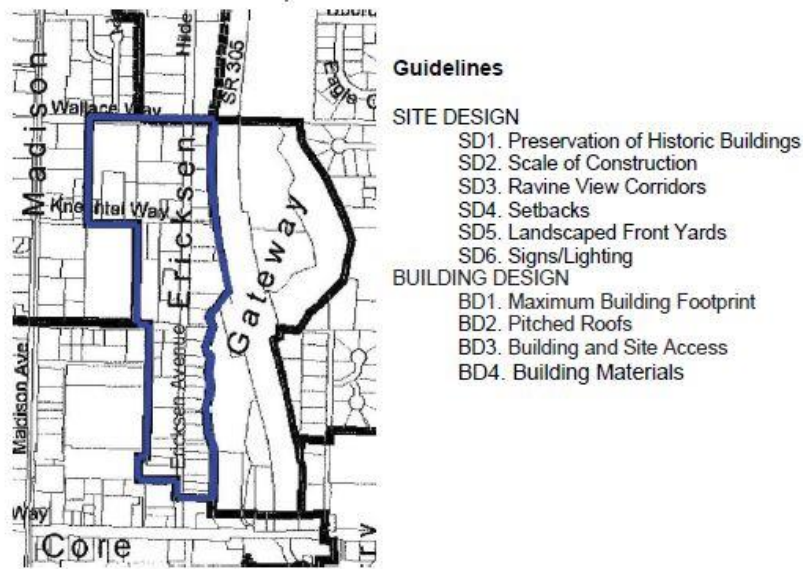


Figure 7. Ericksen Avenue Overlay Gaps

Gap	Recommendation	Code/Guideline Reference
Design Standards. This is the only set of design guidelines that specifically includes standards.	■ Consider moving all standards to the BIMC.	

Fort Ward Design Guidelines

Summary: The Fort Ward Design Guidelines apply within the Fort Ward Zoning District as shown in Figure 8. Fort Ward is a former army fort and navy installation that is now primarily a historic residential neighborhood on the south end of the island. Figure 9 lists the gaps in the existing guidelines that are addressed during the update.

Figure 8. Fort Ward District Map



Figure 9. Fort Ward Design Guidelines

Gap	Recommendation	Code/Guideline Reference
Image Examples and Context. The design guidelines do not include any Images of the existing context or examples of	■ Add images and information the neighborhood context to better inform design that will respect the history and contribute to the future of the neighborhood.	

Gap	Recommendation	Code/Guideline Reference
development that demonstrates elements of the design guidelines.		
Standards better suited for the BIMC. For example, sidewalks are required to be between 6' and 8', which is more of a design standard than a guideline since it appears to be required.	Move all specific standards (e.g. sidewalk or trail width) to the BIMC.	Public Space – Pg. 4
Many guidelines not specific to Fort Ward. The guidelines should be specific to Fort Ward and many of the standards are generic and could be utilized as standards in the BIMC.	Update the guidelines to be more specific to Fort Ward and the issues important to residents and other stakeholders.	- Trails – Pg. 4 - Lighting – Pg. 7
History of Fort Ward. The history of Fort Ward is an important design consideration and the current design guidelines do not direct the reader to this information.	Add summary of Fort Ward history, Images, graphics, and updated graphics.	Pg. 1
Guidelines don't reflect actual physical conditions. The requirement for a trail along streets (right-of-way) in Fort Ward appears to conflict with existing conditions and may not be desirable. The existing streets reflect a "rural by design" aesthetic that doesn't include a curb or gutter and pedestrians and vehicles can share the street due to the low volume and speed of vehicles. Sidewalks or trails along the street edge may not be desired by residents and it's unclear how the system would be connected without it being a City-led capital project to add trails and sidewalks.	Better align the design guidelines with the physical conditions of the neighborhood or district. Also consider the desires of neighborhood stakeholders for the elements that are addressed in the design guidelines (e.g. adding trails on the edge of existing streets).	Public Space – Pg. 4

Light Manufacturing Design Guidelines

Summary: The Light Manufacturing Design Guidelines apply to the Business/Industrial Zoning District. The District is intended to support the Island economy including business retention, a diversity of jobs, and compatibility with adjacent residential neighborhoods. Figure 10 lists the observed gaps in the existing guidelines and recommendations for the update.

Figure 10. Light Manufacturing Design Guidelines

Gap	Recommendation	Code/Guideline Reference
Standards. The guidelines include standards that are better suited for the Municipal Code	■ Move specific standards such as for lighting and tree preservation to the Municipal Code.	■ Maintain Woodland Character – Pg. 5 ■ Shielded Lighting – Pg. 10

Mixed Use Town Center and High School Road Design Guidelines

Summary: The Mixed-Use Center and High School Road Design Guidelines address development within the High School Road District and the Mixed-Use Town Center District including the overlay districts within its boundaries including the Ericksen Avenue, Central Core, Ferry Terminal, Gateway, and Madison Avenue Districts. General and district specific guidelines are included. Figure 11 identifies the gaps in the existing guidelines that should be addressed in the update.

Figure 11. Mixed Use Town Center and High School Road Design Guidelines

Gap	Recommendation	Code/Guideline Reference
Central Core Guidelines. Guidelines specific to the Central Core are included, yet there is also another standalone set of design guidelines for the Central Core District. Currently, projects in the Central Core are required to comply with three sets of guidelines.	Consolidate all the central core guidelines in a single location during the design guidelines update.	
More and Better Example Images and Graphics. The current guidelines are in black and white and the photo examples are not very legible and lack captions explaining what the reader is important about the image. The graphics should be updated to a clear contemporary format with a greater level of detail.	- Add color image examples with captions and annotations. - Updated the graphics and diagrams to include additional detail.	
Open Space Guidelines aren't connected to BIMC standards. There are many legal, procedural, and design related issues with open space requirements and standards. For example, the guideline on page 18 states the intent is to establish over time a variety of open spaces within the Town Center. However, it's unclear how this would apply to the creation of additional open space in the Town Center since it's a guideline and not a standard. Also, this guideline is in the	Develop new multi-family open space requirements that would apply during site plan review.	General 2 – Site Design, Pg. 18

Gap	Recommendation	Code/Guideline Reference
general section, but appears to only apply to the Town Center.		
Pedestrian Circulation Standards Duplicative with BIMC 18.15.030. The guidelines to provide pedestrian walkways are already required in BIMC and should be a standard and not a guideline.	Eliminate duplicative standards/guidelines and locate all standards in the BIMC.	- BIMC 18.15.030 - General 3 – pg. 19
Building Design Guidelines Lack Specificity. The building design guidelines are generic, not specific to Bainbridge Island, and lack specificity to be effective in supporting good design.	Update the building design guidelines to be more specific to the MUTC District as a whole, and each overlay district.	General Guidelines – Pgs. 24-28
Sidewalk requirements and dimensions should be standards. For example, in the Gateway District Guidelines it states that new development should provide a 12' wide sidewalk with street trees. This currently appears optional and if the intent is to require these improvements for new development it should be standard in the BIMC.	Add all specific dimensional standards to the BIMC.	Sidewalks and street trees – Pg. 35

Multi-family Design Guidelines for R-8 and R-18 Districts

Summary: The Multi-family Design Guidelines apply to multi-family development within the R-8 and R-18 Districts. These districts are intended to provide for medium-density (R-8) and high-density (R-14) residential development. Both districts also allow single-family residential development as a permitted use. Single-family development and subdivisions are currently exempt from design review. Figure 12 identifies the gaps in the existing guidelines.

Figure 12. Multi-family Design Guidelines Gaps

Gap	Recommendation	Code/Guideline Reference
Standards vs. Guidelines. Several of the guidelines are better suited to be standards in the BIMC. Examples include specific land use buffers, landscaping, and setbacks. In addition, the guidelines reference open space design, but the City has no open space requirements in the BIMC for multi-family development.	Move specific standards to the BIMC and update guidelines to support implementation of the development standards. Anything related to a specific standard or dimensional requirement should be in the BIMC.	- Tree preservation – Pg. 4 - Parking screening – Pg. 4 - Open space requirements – Pg. 6 - Clustering requirements – Pg. 6
Add images and improve graphics. The design guidelines have no Image examples, provide no context on the R-8 and R-14 districts that might help inform good design and conformance with the design guidelines.	Overhaul the graphics and add phot examples that demonstrate conformance to the design guidelines with a focus on local examples as available.	

Bainbridge Island Municipal Code – Titles 2, 17, and 18

Summary: The Bainbridge Island Municipal Code (BIMC) contains the City's administrative permit requirements (Title 2), subdivision standards (Title 17) and Zoning Code (Title 18). Title 18 also includes the applicability of the City's design guidelines. Currently, subdivisions are not subject to design review and multi-family projects, including townhouses, have been reviewed under the site plan review process. Figure 13 identifies the gaps in the BIMC to be addressed in the guidelines update.

The following design guidelines apply in specific zoning districts and for certain types of development (BIMC 18.18.030):

A. Detached Single-Family Residential Developed Using the R-8SF Urban Single-Family Overlay District. Detached single-family residential developed in accordance with the R-8SF urban single-family overlay district transfer of development rights program shall comply with those regulations contained in "Design Guidelines for R-8SF Urban Single-Family Overlay District" if they want to develop at overlay zone densities.

B. Multifamily Residential. Multifamily development in the R-8 and R-14 zones shall comply with those regulations contained in "Design Guidelines for Multifamily"; provided, that applications submitted prior to December 8, 1999, shall not be subject to the requirements of this section.

C. Commercial and Mixed Use – General. Development, redevelopment, and exterior renovation in commercial and mixed-use projects in all zoning districts except the B/I district shall comply with the general guidelines in "Guidelines for Commercial and Mixed-Use Projects – Including Guidelines for Lynwood Center, Island Center, and Rolling Bay," as well as any specific guidelines applicable to that type of development in the subsections below.

D. Nonresidential Uses in Residential Zones. Educational, cultural, governmental, religious or health care facilities in residential zones shall comply with the general guidelines in "Design Guidelines for Commercial and Mixed-Use Projects – Including Guidelines for Lynwood Center, Island Center, and Rolling Bay."

E. Mixed Use Town Center and High School Road Districts. Development, redevelopment, or exterior renovation in the Mixed-Use Town Center overlay districts and the High School Road districts shall comply with regulations contained in "Design Guidelines for Mixed Use Town Center and High School Road Zoning Districts."

F. Lynwood Center NC Design Guidelines. Development, redevelopment, and exterior renovation in the Lynwood Center NC zone district shall comply with those regulations contained in the Lynwood Center NC-specific portion of "Guidelines for Commercial and Mixed-Use Projects – Including Guidelines for Lynwood Center, Island Center, and Rolling Bay."

G. Island Center NC Design Guidelines. Development, redevelopment, and exterior renovation in the Island Center NC zone district shall comply with those regulations contained in the Island Center NC-specific portion of "Guidelines for Commercial and Mixed-Use Projects – Including Guidelines for Lynwood Center, Island Center, and Rolling Bay."

H. Rolling Bay NC Design Guidelines. Development, redevelopment, and exterior renovation in the Rolling Bay NC zone district shall comply with those regulations contained in the Rolling Bay NC-specific portion of "Guidelines for Commercial and Mixed-Use Projects – Including Guidelines for Lynwood Center, Island Center, and Rolling Bay."

I. Business/Industrial District Design Guidelines.

1. Development, redevelopment, and exterior renovation of facilities in the B/I zone district shall comply with those regulations contained in "Design Guidelines for Light Manufacturing."
2. In addition, development, redevelopment, and exterior renovation of facilities in the B/I district shall be subject to the following requirements governing its relationship to adjoining and nearby uses. A proposed development must be sited and designed to minimize potential safety hazards to adjoining and nearby developments. Specifically, a project shall be designed in a manner that minimizes conflicts between vehicular and nonmotorized traffic. Additionally, a development shall be fenced and buffered, as necessary, to impede potentially dangerous travel between different types of uses, such as between a manufacturing operation and day care center. Outdoor operations, such as loading docks and playgrounds, shall be located as far away as possible from residences and other noise-sensitive uses.

J. Fort Ward Design Guidelines. Development, redevelopment, or exterior renovation in the Fort Ward historic overlay district shall comply with regulations contained in "Design Guidelines for Fort Ward." (Ord. 2017-02 § 1, 2017; Ord. 2016-28 § 21, 2016; Ord. 2016-01 § 2, 2016; Ord. 2013-07 § 1, 2013; Ord. 2011-02 § 2 (Exh. A), 2011)

Figure 13. BIMC Gaps

Gap	Recommendation	Code/Guideline Reference
Use-Based Standards. BIMC Title 18 is structured primarily around use-based standards with some zone specific standards. Many cities have moved away from use-based zoning and more towards a form-based code. Some elements of the existing design guidelines hint at form-based standards, but generally lack sufficient detail to provide effective guidance.	■ The City should consider restructuring its zoning code to move towards place-based zoning and design standards that focus more on site and building design and less on land-use. All existing standards within the design guidelines should be transferred to the BIMC with appropriate graphics and examples.	■ BIMC 18.12.10-50
Open Space Standards for Multi-Family and Nonresidential Development. The City's open space requirements are contained in BIMC Title 17 Subdivisions. However, the City has been reviewing multi-family projects, including townhouses, under the site plan review procedures in BIMC 2.16.040. The design guidelines for site plan review address open space planning and design, yet the BIMC has not open space standards or requirements for either public, common, or private open spaces.	■ Develop open space standards for multi-family and nonresidential development and clarify the relationship between site plan review and subdivision review for multi-family projects.	■ BIMC 2.16.040 ■ BIMC 17.12 ■ BIMC 17.20
Parking Standards. The parking standards regarding the location and design of parking stalls is redundant with several of the design guidelines about parking, particularly in the Town Center and Overlay District specific guidelines	■ All standards should be in the BIMC and with guidelines as necessary. For example, if parking is prohibited between the building and the street then that should be a standard in the BIMC. Another example is the BIMC lists the required number of spaces, but the guidelines could include examples of how the parking lot could be designed to cluster parking, integrate pedestrian walkways, stormwater management, and minimize its visual impact	
Clarify Zoning Districts and Overlay Districts. Some overlay districts are shown on the City's official Zoning Map while others are not. The Town Center Overlay Districts are shown on the map, but not identified as overlay districts while the Town Center District is not shown on the Zoning Map.	■ Update the Zoning Map to include all base zoning districts and overlay districts with hatching or other special markings to indicate an overlay district.	

Design Review Case Studies + Permit Review Procedures

Summary: Design review is only required for certain types of development or in specific districts within the City. Subdivisions are not currently subject to design review and the City is in the process of developing new design guidelines for subdivisions. The City identified a few recent permits to review as part of the existing conditions analysis for this project.

The developments discussed in this section are shown on the map below in Figure 14:

Figure 16. Development Locations



Madison Landing (PLN50879 SPR)

Madison Landing is a 24-unit townhouse development located on Madison Ave N directly north of Wallace Way NE. See Figure 14 for a project rendering.

Project Review: The project is subject to major site plan review including review and recommendation by the Design Review Board and Planning Commission. The Planning Director issues the final decision on the project.

Status: The project application materials were submitted on 12/28/2017 and deemed complete on 1/23/2018. The project was approved by the Planning Director on 6/22/2018 and the permit expired on 12/19/2018.

DRB Recommendation: Denial following review on 4/2/2018. The following are highlights from the DRB recommendations:

- More creativity in design
- Increased efforts to preserve the existing landscape
- Reduce the number of parking stalls
- Decrease the number of units by two and reduce the footprint of the two-story units and increase the height to three stories

Design Guidelines: The project was subject to the Mixed-Use Town Center and Commercial and Multi-family design guidelines

Figure 14. Madison Landing Plans



Wyatt Apartments (PLN 50165B SPR)

Wyatt apartments is a 42-unit multi-family development with a 36-unit apartment building and six townhomes. The project is located at the northeast corner of Wyatt and includes a relatively large surface parking lot to the rear of the apartment building and in front of the townhomes. See Figure 15 for a project rendering.

Project Review: The project is subject to major site plan review including review and recommendation by the Design Review Board and Planning Commission. The Planning Director issues the final decision on the project.

Status: The project application materials were submitted on 6/28/2017 and deemed complete on 8/21/2017. The project was approved by the Planning Director on 7/9/2018 and the permit expired on 1/5/2019.

DRB Recommendation: Approval on 9/18/2017 with some recommended modifications to the plans. The designer submitted revised plans in response to DRB recommendations.

Design Guidelines: The project was subject to the Mixed-Use Town Center and Commercial and Multi-family design guidelines.

Figure 15. Wyatt Apartments Rendering



Madison Avenue Development (PLN50958)

The Madison Avenue Development is a 10-unit courtyard multi-family development with parking beneath the building. The project is located at on Madison Avenue S just south of Bjune Dr SE. See Figure 16 for a rendering of the project.

Project Review: The project is subject to major site plan review including review and recommendation by the Design Review Board and Planning Commission.

Status: The project application materials were submitted on 2/28/2018 and deemed complete on 4/23/18. However, the project application expired on 10/28/2018.

DRB Recommendation: Approval on 4/23/18 with some recommended modifications to the plans. The designer submitted revised plans in response to DRB recommendations. The DRB recommended the following modifications:

- Discuss intention with neighbor's property at earliest convenience.
- Sidewalk down driveway to separate from driveway
- Use landscaping to create boundaries for an outside play area
- Incorporate environmental learning through design
- Awareness of potential increased cost in separation of vehicle and pedestrian areas, as well as a fenced/contained play area

Design Guidelines: The project was subject to the Mixed-Use Town Center and Commercial and Multi-family design guidelines.

Figure 16. Madison Avenue Development Rendering



Development Review Issues + Gaps

Figure 17 lists the issues and gaps that were identified in the review of the above referenced development permit submittals.

Figure 17. Permit Review and Approval Issues and Gaps

Issue/Gap	Recommendation	Reference
Subdivision review vs. Site Plan Review. The Madison Landing development was reviewed under the site plan review provisions of the BIMC and not under Title 17 as a subdivision.	- Based on the definitions and review requirements in BIMC the scope of site plan and subdivision reviews should be clarified. - Ensure that site plan and subdivision standards are appropriate to the type of projects being reviewed. For examples, open space standards are needed for multi-family projects not subject to the subdivision standards.	- BIMC 2.16.040 – Land Use Review Procedures - BIMC 18.36.030 – Definitions (refer to definition of 'subdivision')
Inconsistency between DRB recommendations the final decision. The DRB recommended that the Planning Director deny approval of the project due to not complying with the design guidelines. The project was ultimately approved essentially as reviewed by the DRB.	Improve the process of decision-making on the DRB to better articulate the factual and legal basis for denying the project.	
Lack of written decisions. The DRB relies primarily on the meeting minutes to document the DRB's recommendation to the decision-making body. The meeting minutes lack detail to be effective at conveying the boards recommendation and how it is supported by factual information specific to the guidelines.	The DRB should issue formal written recommendations to the decision-making body that addresses their findings and recommendations.	
Approval Timeline. In accordance with the Revised Code of Washington (RCW) local permit review must be completed within	Assess the factors that are resulting in longer review and approval times and update the City's review processes to better comply with the timeframe.	RCW 36.70B.080

Issue/Gap	Recommendation	Reference
120 days unless specific conditions are met. This project and others exceeded the 120 timeline significantly.		
3rd Party Review. The City has the ability to request 3 rd Party review of design review applications to get additional input on consistency with design standards and guidelines.	■ Authorize 3rd party review on a case-by-case basis and as requested by the design review board. The review should be focused solely on a project's conformance to the design standards and guidelines. In addition to design, the review should consider legal issues and precedents.	
Design Review Submittal Requirements. The City's submittal requirements for site plan and design review are listed in the administrative manual, but are not in the BIMC.	■ Develop a list of specific submittal requirements for design review including high-quality site plans, elevations, project renderings, diagrams, and other materials.	■ Submittal requirements are listed on the site plan and design review application.

Administrative Manual for Planning Permit Submittal Requirements

Summary: The administrative manual is a resource for permit applicants regarding permit types and submittal requirements. Figure 18 **Error! Reference source not found.** identifies the gaps and recommendations for the administrative manual.

Figure 18. Administrative Manual

Gap	Recommendation
Design Review Section. The administrative manual includes the design review requirements in the section on site plan review rather than a standalone section on design review. The design review submittal requirements do not include any graphic examples. Materials for design review should be related, but somewhat distinct from the site plan submittal requirements.	■ Develop a specific section in the administrative manual on design review including graphic examples. Also consider making the optional submittal items required for all applicants or at the request of the design review board or city staff. Emphasis on consistent high-quality materials will improve the design review process. ■ Develop a model design review submittal package as a resource for applicants. ■ Consider developing a separate standalone design review manual or integrate submittal requirements and examples into the design guidelines document and website.

Next Steps

Design Guidelines

Updated design guidelines are currently in development to address the gaps in the existing sets of guidelines. The new guidelines will integrate uniform standards that require more consideration of context and site planning in a single uniform set, and more specific guidelines that address unique contexts such as specific streets and historic districts.

Design Process

Based on the recommendations from the gaps in the City's current design review process and materials requirements, Bainbridge Island's updated guidelines will include a new framework for design review that will include the following:

- A. Three-Meeting Process.** An overhauled process with three meetings will ensure the DRB is involved in early design, and that context informs site, building and landscape design.
- B. Detailed Submission Requirements.** Specific requirements for submissions for each meeting that allow for more comprehensive review of each project at different phases of design and ensure that materials submitted to the DRB are uniform in quality.
- C. Example or Mockup Submissions.** Example submissions to ensure that the materials conveyed to the Board meet a minimum standard.
- D. Clear Checklists to Evaluate Requirements.** Submission requirements and evaluation checklists to help the DRB develop recommendations that are useful for City staff and the Planning Commission.

Apart from the process and materials defined in the updated Design guidelines, we recommend the following to improve the design process and support a more consistent and robust review process:

- A. Design Training for Staff and Members of Boards and Commissions.** Training for City Staff, DRB and Planning Commission (PC) will help both the city and DRB evaluate submissions consistently and understand where there are critical gaps, and how to provide written documentation that is helpful in the design process and improve communication.
- B. Develop a Standard Format for DRB Findings.** A uniform format for the board to communicate its findings would help the DRB evaluate applications, and communicate findings to the PC, Staff and the Hearings Examiner. This format should be based on the evaluation checklist and developed in collaboration with City Staff, the PC and the DRB

Code Revisions

Several requirements are articulated in the design guidelines as standards, and should be incorporated into the BIMC, rather than the City's design guidelines. Several examples of these standards are referenced in the gap analysis for each set of guidelines above, and a comprehensive list of provisions currently included as part of the City's design guidelines is included as appendix A. We recommend that the City's planning staff continue to work to integrate these items as requirements in the BIMC and develop improved standards for streets and open spaces as part of the development to support the revised design guidelines. Each guideline has been categorized based on the following system (See Figure 19):

- CD=Move to Code
- KP=Keep as a guideline
- RM=Remove guideline, topic is addressed in the updated standards and guidelines
- PD=Decision pending further input

Figure 19. Review of Existing Guidelines and Code Updates

Existing Guideline	Summary	Status
Design Guidelines for Multi-Family Development in the R-8 and R-14 Zones		
In saving significant trees and stands of trees, some portion should serve to break up the distribution of buildings and parking so that mature vegetation still seems prevalent	▪ Revisit in light of the tree ordinance as the preservation of significant trees are now a requirement.	PD
Where surface parking lots are adjacent to single-family districts, there should be a planting strip an average of 25 feet in width (but no less than 15 feet), containing a full screen landscape. Paths are allowed as part of the landscaping strip.	▪ Buffer requirements should be in the BIMC as a standard. Currently it appears to be voluntary.	CD

Existing Guideline	Summary	Status
Large development projects should be divided into small parts by alleys, lanes, allees, courtyards, passageways, and landscape areas that separate and organize the configuration of buildings.	- Revisit in light of the new subdivision standards and guidelines that are part of the design review program. - These should be standards in the code or in the new design standards/guidelines with more specificity. This is the type of detail that a form-based code would address. - All developments should fit within the desired pattern of development regardless of the size of the project.	PD
Most of the common open space should be designed to allow residents to walk throughout the development and to any adjacent commercial or recreational areas. Further, pedestrian trails and pathways should provide all residents with access to on-site amenities such as pools and tennis courts. Some place for children to play should also be provided.	- Revisit in light of the new subdivision standards/guidelines. - What if no common open space is provided? - Add open space requirements to the BIMC and develop additional design standards/guidelines that address the design of open space. - Pedestrian connectivity is a valid standard to add to the BIMC.	PD
On parcels north of High School Road, new multiple-family development should be clustered so that open fields and/or densely vegetated areas appear to be largely intact. Where possible, open fields and/or densely vegetated areas close to roads should be preserved.	- This would be more effective as a standard rather than a voluntary guideline. - Revisit in light of the tree ordinance and subdivision standards/guidelines.	PD
All buildings, including accessory structures such as garages and carports, should incorporate pitched roof forms. The angle of the pitch should fall within the range of 5:12 and 12:12.	This should either be a standard or eliminated. It seems unreasonable to require all multi-family development to have pitched roofs.	CD

Existing Guideline	Summary	Status
Buildings containing residential dwellings should incorporate most, if not all, of the following elements: ▪ Front porches or stoops ▪ Bay windows or dormers ▪ Visible trim around windows and building corners ▪ Base articulation, such as a plinth or first floor raised above grade	▪ General Comment: 8 and 14 units per acre is very low for multi-family development. Townhouses are typically 15-18 units per acre. ▪ The building standards appear most applicable to lower-density multi-family development certain building types. The maximum building height is 35'.	RM
Garages should be arranged so that they do not face directly upon either the public street or the principal access lane through the development. Garages may be accessed from courtyards, secondary lanes, or alleys.	▪ Add to the BIMC as siting standards for garages and access management.	CD
In urban multifamily zones, building height may be increased by five feet if parking is placed below grade. This increase in building height shall not be available when the established height has already been exceeded through a conditional use permit.	▪ Underground parking is likely not feasible at 14 units per acre in these districts. Height modifications should be in the BIMC and not in the design guidelines.	RM
Guidelines for Commercial and Mixed-Use Projects		
Vary building materials or patterns to produce variations in texture		RM
Building elevations shall be vertically modulated in no more than 20' increments or horizontally in no more than 30' increments. Modulation is defined as a change in plane or articulation (such as bands, cornices, setbacks or changes in material)	▪ The guideline appears to be more of a standard with very specific requirements for modulation. ▪ Update as part of the guidelines and provide more options and examples. ▪ Multiple buildings to break down the scale should be an option in lieu of modulation. ▪ Modulation should be fundamental to the design and function of the building and not as a veneer.	RM

Existing Guideline	Summary	Status
Blank walls shall not be visible to public spaces. Blank facades should otherwise be limited to the back of buildings or where required by the building code. Treatments to alleviate blank walls shall be similar in materials to facades normally in view of the public.	- It's written as a standard and not a guideline. - Update standards on blank walls and expand treatment options to include public art.	RM
The first floor of multi-storied buildings should be taller than upper floors. Minimum ceiling height should be at least 10' to allow transom or larger display windows. Other elements such as transom windows, canopies, cornices, and prominent entries are encouraged. First floor uses shall be pedestrian oriented and include substantial shop windows. Display windows on the first floor of retail and commercial buildings should be the predominant surface of the first floor.	- Standards for first floor building height, windows (transparency), and weather protection should be in the BIMC. - Update in the new standards/guidelines with more specificity based on the site context, building location in relation to public streets, and the type and function of the street. - Pedestrian oriented design is a standard in the new design standards/guidelines.	CD
Facades facing public ways shall incorporate setbacks or articulation that establishes a pattern of bays or window openings. Facades shall include features such as display windows, columns or bays, recessed entries or canopies other recesses. The use of a variety of materials at the sidewalk level is encouraged.	- Listed as a guideline but is written as a standard (i.e. "shall"). - The standard lacks context and would be difficult to apply evenly for all projects. This standard would apply very differently on Winslow Way or in Lynnwood Center than along High School Road. - See comments above. The City should have first floor height, transparency, and overhead protection standards in the BIMC that vary by the type of street that the building fronts upon.	RM

Existing Guideline	Summary	Status
Where parking fronts onto a public street, the maximum separation between buildings shall be 80'. Greater separations are permitted if landscape setbacks or increased or other design features such as low walls, trellises and public spaces are created along the street frontage.	- Move to BIMC as a standard. - Should limit the width of parking at the street edge since this appears to only apply as the width between buildings. - Should be limited to 60' (the width of two bays of parking and the drive aisle. - Parking to the side of the building should be limited to certain streets (for example parking should not be allowed at the street edge along Winslow) and when parking can't be provided to the rear of the building.	CD
Facades over 128' in length shall be separated by pedestrian passage or open space. Passages should be at least 12' wide and two stores in height if covered. Façade setback should be expressed at the roof line by changes in plane. Passage should connect to public open space.	- Limiting buildings to 60' in width (or the existing building pattern on the street) at the street edge may be more effective. Two facades 127' wide each would appear to satisfy the requirements, but not the intent. - A pedestrian passage or open space for every building over 128' in width. - The façade setback guideline is unclear.	RM
Building setbacks may be increased for the creation of public outdoor seating areas. Entry alcoves and small outdoor spaces may be located between the building and the sidewalk.	- Setback modifications should be in the BIMC. - Address through established frontage types and street typologies. - Are there cases where public outdoor space is required? The current guideline is voluntary. - Are there cases where a setback is required, and it could be required to be designed as public space? Conversion of existing parking lots to public space such as Island Center?	CD

Existing Guideline	Summary	Status
Encourage public pedestrian passageways and vegetation between buildings.	Retain the intent in the updated design standards/guidelines but include instances where it would be required and additional guidelines.	RM
Building designs should respond to nearby buildings that meet the upgraded design standards by using shared elements, materials or massing	Address through updated standards and guidelines for massing and materials.	RM
Signage, corporate colors and other icons of business may not dominate the exterior of the building including canopies and separate outdoor structures coving activities associated with the business. Color should be used to express changes in detail or materials but exterior building or structure colors may not be used as signs, or the extension of signs.	- May not be able to regulate the use of corporate colors or should have specific standards. A "corporate color" could be any color. - How does this relate to restrictions on formula businesses? Should it restrict formula signs? - Signs are not just for businesses; these standards should apply to all signs regardless of use. - Should address consistency with other signs on the street and the differences between different part so the City such as Winslow Way vs. High School Road. - Add updated design standards and guidelines.	RM
Where a drive through facility is allowed, drive throughs must be in conjunction with a parking lot that serves the same business, must be to the side or rear of the building and should not be visible from public streets. Drive throughs should consist of no more than a single vehicle lane.	- Add drive through standards to the BIMC. - Consider restricting the location and the land use for drive through facilities. For example, a drive through pharmacy is less than intense than a restaurant drive through.	RM
Provide multiple entrances on the street. Pedestrian passageways are encouraged.	- Include new standards or guidelines for building entrances in the update. - Frontage types will address access.	RM

Existing Guideline	Summary	Status
Recessed entries and/or overhead weather protection above the sidewalk entrances shall be used.	Move weather protection standards to the BIMC.	CD
Buildings in excess of a 10,000 square foot footprint should be visually split into two or more distinct elements.	- Address in updated standards and guidelines. Develop standards to address massing with several guidelines while maintaining the intent of the existing guidelines. - Not all 10,000 square foot buildings are equal. Consider other characteristics such as the building height, number of stories, and the street edge.	RM
Create small parking clusters connected by vegetated landscaping and pedestrian walkways. Internal streets that connect or serve parking areas shall be designed as streets with sidewalks, planters and pedestrian scale lighting.	Maintain the intent and include in updated standards and guidelines. Add more detail on the size of parking clusters, landscaping, trees, and walkways.	RM
<i>Lynnwood Center</i>		
Any proposals should be consistent with the adopted Lynwood Center plan		PD
Parking shall be placed behind the buildings or in a single row along the street.	Move to BIMC.	PD
The Tudor character should be retained with features such as pitched roofs, a mix of external materials, exposed timbering and small, mullioned windows. Restoration of the existing Tudor building is encouraged.	The current guideline appears voluntary. Consider including specific standards for developing and maintaining the Tudor style.	PD
7-10 foot wide sidewalks are encouraged, especially where sidewalk seating is anticipated.	Include specific street standards either in the update standards/guidelines or in the BIMC.	RM
<i>Island Center</i>		

Existing Guideline	Summary	Status
Design guidelines updates are consistent with the adopted Island Center Plan.	Island Center Plan is in the process of being updated.	PD
Parking should be behind buildings or in a single row in front of buildings.	Consider the relationship to the updated Island Center Plan. Island Center currently has several parking lots along the street edge.	PD
Parking is not allowed between the landscape strip and the arterials.	- This appears to prohibit on-street parking which is ideal in a pedestrian oriented district with retail. - Revise following the completion of the Island Center Plan update.	PD
Multi-stored, mixed use buildings are encouraged.	Revise following the completion of the Island Center Plan update.	PD
<i>Rolling Bay</i>		
Development of a Special Planning Area plan in conjunction with local residents and property owners is recommended and encouraged. Design guidelines shall be consistent with adopted plans.		PD
Continue the scale and character of existing buildings.		PD
Parking shall be behind buildings or in a single row along the street.		PD
Develop a public "green" at or near the intersection of Sunrise Drive and Valley Road.		PD

Existing Guideline	Summary	Status
Ground floor retail is preferred along the sidewalks		PD
Mixed-Use Town center and High School Road Zoning Districts		
Parking lots should not front upon intersections. Parking lots should be located behind or to the side of buildings.		CD
New development and redevelopment should provide facilities near or visible from the sidewalk for outdoor public use. Examples of such facilities include seating areas, courtyards, and small plaza spaces. Furthermore, it is desirable to locate these spaces where they can receive sun and where they can easily be connected to adjacent concentrations of land use.		RM
New development and redevelopment should include pedestrian walkways and/or separated from traffic lanes, that offer access from the public sidewalk to the main entrance to the building. (Locating a building entrance directly on the sidewalk satisfies this guideline). In addition, connections to adjoining properties should be provided. Furthermore, within parking lots, there should be pedestrian walkways that allow people to traverse the lot without being forced to use vehicular aisles.		RM
Freestanding light fixtures should not exceed 14' in height. All exterior lighting fixtures should incorporate cutoff fixtures.		CD
Trash containers should be enclosed on all sides with solid walls and gates. Loading docks, outdoor storage and staging areas should be screened with fencing and vegetation, such as evergreen hedges. Chain link fencing is not acceptable.		CD

Existing Guideline	Summary	Status
While some portions of common open space may be dedicated to specific amenities such as pools and tennis courts, most of it should be designed in such a manner as to allow walking throughout the development, to any adjacent commercial or recreational areas, and to surrounding streets. Except for designated senior housing, some place for children to play should also be provided.		RM
Entrances to parking garages and structures should be from alleys, access lanes, or minor side streets, rather than from principal through streets. If access from a principal street is unavoidable, such access should be restricted to a single, two-way curb cut for each development.		RM
Building should utilize elements such as massing, materials, windows, canopies, and pitched or terraced roof forms to create both a visually distinct "base" as well as a "cap"		RM
Principal entrances to buildings should be visually prominent and located within close proximity to the public sidewalk. Entrances should incorporate elements such as setbacks, recesses, balconies, porches, arches, trellises, or other architectural devices.		RM
Rooftop mechanical equipment should be concealed by and integrated within the roof form of a building. Simply surrounding it with a parapet wall is not sufficient.		RM
Any level of parking contained within or under a structure that is visible from a public street shall fully screen the parking with either another use, a façade that incorporates artwork, or trees and other vegetation.	Address with the street typologies and frontage types.	RM

Existing Guideline	Summary	Status
Buildings containing residential dwellings should incorporate most, if not all, of the following elements: ▪ Front Porches and Stoops ▪ Bay windows or dormers ▪ Visible trim around windows and building corners ▪ Base articulation, such as a plinth or first floor raised above grade		
The design of signs should be integrated with the architecture and site design of a project		RM
Signs should be expressive and even whimsical, exhibiting a graphic design approach to form and lighting. Standard, back-lighted, metal frame and plastic panel signs are discouraged.		RM
Signs painted on awnings are allowed, but awnings should not be internally illuminated.		RM
<i>Gateway Overlay District</i>		
South of the intersection of SR 305 with Winslow Way, new development and redevelopment should provide sidewalks (or an expansion of the existing sidewalk) to a minimum width of 12 feet. Street trees should be provided along the curb line.		PD
New or renovated buildings that abut the intersection of SR 305 should incorporate distinctive architectural elements to create a "gateway" effect at this key location. Elements can include very distinctive roof forms such as cupolas or dome or cone shapes, visually expressive facades, dramatic lighting, whimsical details, artwork, showcase windows, prominent masonry banding, etc. The intended effect is to eventually have all four corners occupied by buildings that are landmarks.		PD

Existing Guideline	Summary	Status
Facades of new or renovated buildings that abut Winslow Way should abut the back of the sidewalk (some of which may be on private property in order to provide the width of sidewalk indicated elsewhere in these guidelines). Parking shall not be located in front of buildings. Canopies or awnings over the sidewalk are encouraged.		RM
Above the second floor, upper floors should be stepped back at least 10' from the façade of the floor below along SR 305 and Winslow Way. The exception would be for an architectural form that would be located directly at the corner. Decks located above the second story may occupy the roof of the floor immediately below.		PD
Signs shall be located on facades of buildings. (Freestanding pole-mounted or monument signs are not allowed).		RM
<i>Central Core Overlay District</i>		
1. Pedestrian pathways shall be established in order to connect internal and external development. New development and redevelopment shall include passageways that cut through sites and connect to other sites and/or buildings. These can be simple walkways or can be more elaborate landscaped courtyards. They can be opened to the sky or covered. Types of pathways may include the following: ▪ a. Public—formal sidewalk along ROW or dedicated access through sites ▪ b. Public/private—less formal minimum 5-foot-wide paths connecting sites to street ▪ c. Private—internal pathways from parking to building entrances or building to building.	▪ The Central Core Overlay District guidelines are the most recent and comprehensive set of district specific guidelines. Need further input from the City and DRB on whether any of the Central Core Overlay District guidelines should be retained. Will address after the general standards and guidelines are complete to consider the role of the existing district specific guidelines.	PD

Existing Guideline	Summary	Status
2. Sidewalks along streets shall incorporate separated areas for streetscape features and through pedestrian traffic. These features shall include: a. A 3 foot minimum amenity area (usually located closest to the street curb) in order to accommodate signs, street furniture, lighting, landscaping, etc. b. A 5 foot minimum wide clear walkway area shall maintain a path for pedestrian through travel. This path does not need to be straight but can have a meandering alignment. Signs, street furniture, planters and other amenities shall not encroach upon the clear walkway area. c. A minimum 10 foot total sidewalk width between curb and front of building, if sufficient right-of-way is available. A storefront area at least 2 feet wide shall be provided.		PD
3. Street trees shall be provided in an amount equivalent to at least one every 30 feet in planting pots or beds covered by a tree grate, pavers or planted area. Trees may be grouped and are encouraged to have a varied meandering effect. Tree size, location and species shall be approved by the City.		PD
1. If plazas, courtyards and other pedestrian areas are included in the project as part of an FAR Bonus Program or other development requirement the following guidelines shall be addressed: a. Public spaces should be oriented toward the south (for solar exposure) when feasible to create a more comfortable micro-climate. b. Spaces must include additional landscape conducive to pedestrian use, such as accent lighting, public art, benches and/or low seating walls, and brick or other special paving. c. Public space shall not be occupied by driveways, service areas, or any other motorized vehicular use, temporary or otherwise.		PD

Existing Guideline	Summary	Status
2. Designated intersections should be designed to allow for public spaces. Rather than meeting the corner, new buildings should incorporate forecourts, plazas, or gardens that welcome the public and offer a dramatic statement at the corner. Major entrances should also be located at the corners and highlighted by elements such as higher or more expressive canopies, higher bays, larger windows and doors, projections, different window designs, or other physical features.		PD
1. Articulation. Buildings shall incorporate articulation on all sides. The street-facing side(s) shall receive the greatest amount of attention with respect to richness of forms, details, materials, and craft.		PD
2. Variety in form. Variety in building forms shall be provided rather than regularized repetition.		PD
3. Varied frontages. Building frontages along a street block shall include storefronts, bays, recesses, offsets, balconies, a varied and rich color palette, and other elements to avoid long, monolithic facades.		PD
4. Multi-frontages. Single buildings that face more than one street should respond architecturally to the context of each street. Developments with multiple buildings should incorporate multiple architectural responses for various buildings.		PD
The first floor level should be at least 12 feet in height as measured from the floor to the interior ceiling to provide for a generous space for retailing, services, and restaurant functions. Entrances to retail spaces shall be directly from the sidewalk.		PD

Existing Guideline	Summary	Status
Street-facing, ground-floor facades of commercial and mixed-use buildings shall incorporate generous amounts of glass in storefront-like windows. Amounts of clear, transparent glass shall meet or exceed the following: 80% along Winslow Way; 60% along Madison, Bjune and Parfitt; 40% along other streets		PD
Overhead weather protection elements (canopies, awnings) shall be installed on street-facing facades along Winslow Way, although they need not be continuous. They should also be installed on other streets where retail uses are provided. The height above the sidewalk shall be at least 8 feet but no more than 12 feet. The minimum depth shall be 5 feet – although 6 feet is preferred. Canopies must be designed so that water running off the canopy does not occur in the clear walkway area. Canopies shall be constructed of permanent, durable materials such as steel and glass. Awnings shall not be internally illuminated, unless the material is opaque. Pedestrian-oriented lighting beneath the canopy is encouraged.		PD

Existing Guideline

Summary

Status

The street facing facades of commercial and mixed-use buildings shall incorporate a variety of architectural features to produce a visually rich and engaging experience for people on foot. At least five of the following shall be included in the design of the façade:

- Kickplates for storefront windows
- Prominent, projecting sills on storefront display windows
- Artwork on walls, columns, pilasters and other surfaces
- A visibly obvious plinth or base element of stone, masonry or concrete having an architectural finish (ie, not unfinished concrete)
- Pilasters with banding, belt courses, insets, reveals or other details
- Ornamental tile work or metal work
- Masonry soldier course
- Decorative medallions
- Containers for seasonal planting
- Pedestrian-scaled lighting
- Hanging baskets supported by ornamental brackets
- Pedestrian-scaled signs or signs painted on windows
- An element not listed here that meets the intent

PD

Existing Guideline	Summary	Status
Along Winslow Way and Madison Avenue, building facades shall be stepped back above the second story. However, this is not intended to produce a rigid, uniform stepback along the street. The following alternatives are acceptable: ▪ The top floor steps back at least 10 feet. ▪ All floors above the second-floor step back at least 10 feet. ▪ Progressive stepbacks on several floors to a total of at least 10 feet. ▪ Some combination of the above. (eg. third floor 7 feet, top floor 3 feet.)		PD
2. Facades of floors that are stepped back shall be distinguished by a change in elements such as window design, railings, trellises, details, materials and/or color so that the result is a rich and organized combination of features that face the street. Balconies may extend into the stepback areas.		PD
3. Alternatives to this guideline may be proposed, so long as the effect is that the upper floor(s) appear to recede from view, and the impacts of massing on light and air are addressed.		PD
Because walls that are potentially blank present a challenge with regard to appearance, it is expected that creative design approaches will be presented for consideration.		PD

Existing Guideline

Summary

Status

Blank, unembellished walls are not allowed Where there are not windows and doors, facades should be designed with sufficient variety and detail to be of interest to people on foot. However, there are certain conditions which warrant special treatment to ensure that large expanses of wall where windows are not possible are treated in a manner that enhances the townscape and streetscape.

- Parking structures should not be exposed to view. Commercial space should intervene between parking and the sidewalk. In the event that this is not possible, the parking shall be screened by vertically growing vines and other vegetation, decorative metalwork, or bas-relief artwork. If vegetation is used, planting beds shall be at least three feet wide and irrigated to ensure the survival plants.
- Some new buildings may have walls on side lot lines exposed to view for years until an adjacent structure is built. In such cases, the wall shall be treated with simple elements like banding, color, art, patterning of masonry, prominent reveals or recesses, all of which should reflect the design of the building as a whole. Completely blank "end walls" are not acceptable.

PD

1. In roof design, the greatest amount of attention should be given to the lower floors most closely visible from the street. Roof edges should also be given design attention. The profile against the sky shall be given expression through elements such as projections, overhangs, cornices, trellises, stepbacks, brackets holding up overhangs, changes in material or other elements, and their combination.

PD

1. Flat, unembellished roofs are not desired. However, flat roofs may be appropriate for green building purposes, for example to accommodate green roofs or solar panels.

PD

Existing Guideline	Summary	Status
3. Buildings located within 100 feet of residential zones outside of the Core shall incorporate pitched roof forms, with slope between 4:12 and 12:12 in order to create a transition on development pattern.		PD
1. Surface parking lots shall be screened or treated architecturally. Architectural treatment shall require two or more of the following: a. Planting designed to screen lots from view b. Expanded decorative panels or grilles c. Other devices, as approved, which meet the intent.		PD
1. Buildings that provide street level parking or free standing parking structures shall be screened or treated architecturally. Treatments should complement/integrate with the architecture of the building (see building design guidelines) and garage entrances shall be minimized.		PD
2. Lighting fixtures within garages shall be screened from view from the street.		PD
<i>Ericksen Overlay District</i>		
SD1. Preservation of Historic Buildings. Owners are strongly encouraged to preserve historic (pre-1920) buildings. Any additions to existing historic structures shall be located to the rear and shall be consistent with the character of the older structure.	■ The Ericksen Overlay District guidelines are intended to preserve the historic character of the neighborhood and require new development be compatible with pre-1920 buildings. It is likely that much of the guidelines will be retained, but a final decision will be made after the general standards and guidelines are complete.	PD
SD2. Scale of Construction. Scale of buildings in this corridor shall remain modest. (Refer to guideline BD1.) Any new development shall be constructed so that building forms, roof shapes, and relationship of building to street are compatible with the historic structures on Ericksen Avenue.		PD

Existing Guideline	Summary	Status
SD3. Ravine View Corridors. On the east side of Ericksen Avenue from Winslow Way to 200 feet north of Wyatt Way (where the Winslow Ravine leaves Ericksen to cross under highway 305), the total of both side yard setbacks should be at least 30% of the width of the frontage on Ericksen. Driveways may be in the setbacks, but the open-air view from the street through to the Winslow Ravine shall remain unobstructed by buildings or fences.		PD
SD4. Setbacks. Buildings shall be set back from the front property line in accordance with the zoning ordinance, which allows porches and bay windows to intrude into the setback.		PD
SD5. Landscaped Front Yards. Landscaped front yards shall be provided. At least 50% of the area between the ROW and the building setback shall be landscaped with trees, shrubs, and groundcover.		PD
SD6. Signs. The design of signs should be integrated with the architecture of the building, with features and materials common to pre-1920 structures on Ericksen. No neon or internally lit signs are allowed.		PD
BD1. Maximum Building Footprint. South of Wyatt, the total footprint of any building shall not exceed 2,500 sf. North of Wyatt, buildings shall be designed in sections with footprints not exceeding 2,500 sf. There shall be minimal connections between these sections so that the overall project appears more compatible with smaller, individual buildings to the south of Wyatt.		PD
BD2. Pitched Roofs. Buildings should have pitched roofs with one or more visible ridge lines. Roof pitches on main roofs shall have at least 8:12 and no more than 12:12. Roof overhang shall be at least 12". Roof pitches on shed formers and attached porches shall be at least 4:12. No continuous roof ridge shall be over 50' long.		PD

Existing Guideline	Summary	Status
BD3. Building and Site Access. In new construction, features such as handicap access and pedestrian access to underground parking shall be integrated within buildings, not placed as visible add-ons. In remodel projects, this guideline will be met to the extent feasible.		PD
BD4. Building Materials. Such features and materials common to the pre-1920 structures on Ericksen as horizontal wood siding, frieze boards, double-hung windows, trim at windows, corner braces, porches, bay windows, prominent roof overhangs and red brick chimneys, are encouraged. <i>It is the responsibility of the applicant to demonstrate that proposed building materials meet the intent of this guideline.</i>		PD
<i>Madison Avenue Overlay</i>		
For the portion of Madison Avenue situated within this overlay district landscaped front setbacks are encouraged.		RM
Visually prominent buildings should be encouraged at the intersections with east/west streets. This can be achieved by such elements as bold roof forms, color, decorative structures and details, porches, and trellises.		RM
Buildings should have pitched roof forms, with the pitch being at least 4:12 and no more than 12:12		RM
<i>Ferry Terminal Overlay</i>		
New development and redevelopment should provide sidewalks with a minimum width of 10 feet. Street trees should be located along the curb line, with a minimum caliper of 2 ½" and a maximum spacing of 30'.		RM
New development and redevelopment should include streets, alleys or lanes that can serve to break down the scale of these larger blocks.		RM

Existing Guideline	Summary	Status
Building facades should be located at the back of the sidewalk or within 5 feet of it. Some setback may be necessary to meet the need for a 10' wide sidewalk.	Is addressed with the street typologies and frontage types.	RM
Small restaurant and service uses on the ground floor of buildings are encouraged.		RM
Weather protection features such as canopies and awnings should be provided along Winslow Way East. The minimum width of such elements is 4 feet. The height should be no less than 8 feet and no more than 10 feet. Internal illumination of awnings is not allowed.		CD
The intersection of Winslow Way East and Ferncliff is appropriate for visually prominent architecture that incorporates features such as distinctive roof forms, cupolas, and landscaped roof decks.		RM
Along Winslow Way East and Ferncliff, building facades above the second story should be stepped back at least 10 feet from the façade of the floor below. Decks located above the second story may occupy the roof of the floor immediately below.	Need further input from the City and the DRB if this should be retained as a standard.	PD
Sign should be mounted on the facades of buildings. (Free-standing pole-mounted or monument signs are not allowed.)		RM
High School Road District		
New development and redevelopment should provide sidewalks with a minimum width of 8 feet. Street trees should be located along the curb line, with a minimum caliper of 2 ½" and a maximum spacing of 30'.	Is addressed with the street typologies and frontage types.	RM
New development and redevelopment should include streets, alleys, or lanes that can serve to break down the scale of these larger blocks	Move to a standard in the BIMC.	CD

Existing Guideline	Summary	Status
To the greatest extent possible, driveways should be shared, and the minimum separation should be 100 feet. Driveways should not be closer than 150 feet to an intersection.		RM
Pathways and walkways should be provided across adjacent property lines in locations where people would be likely to want to walk.		RM
New development and redevelopment should include elements such as landscaped squares, courtyards, plaza, gardens, and allees that contain seating, lighting, seasonal color, and other furnishings arranged and designed for people on foot. Some of these spaces may be relatively small, but the larger the development, the larger, more extensive, and more elaborate these spaces should be. A general rule of thumb is that such spaces should compromise approximately 5% of the site area.		RM
Building facades along High School Road should be located at the back of the sidewalk or within 10 feet of it.	Is addressed with the street typologies and frontage types.	RM
Commercial uses should incorporate storefront windows that face the street. The proportion of glass surfaces should exceed the proportion of opaque surfaces.		CD
The larger the building, the more elements that should be used to diminish the scale, especially from the street side. Such elements should include offsets in facades, deep overhangs, recessed entrances, varied roof heights, canopies, arcades, clearstories, cornice lines, horizontal banding, and other features that are bold enough to be visible from the street.		RM
Pitched elements should be included in the roof forms of new buildings. In order to have the pitch be noticeable but not obtrusive or contrived, it should range between 4:12 and 12:12. There may, however, be places where flat roofs are appropriate, but this should be considered an exception.		PD

Existing Guideline	Summary	Status
The intersection of High School Road and SR 305 is appropriate for visually prominent architecture that incorporate elements such as distinctive roof forms, cupolas, and landscaped roof decks.	Several of the guidelines are specific to certain intersections in the City. These guidelines are addressed in the updated guidelines and standards including designing based on the site context such as major intersections.	RM
Signs should not be mounted on rooftops of buildings. Freestanding signs should not be higher than 5 feet from grade and should be integrated with shrubs and seasonal color.	Add to the BIMC sign code.	CD
Design Guidelines for Light Manufacturing		
Where the terrain permits, hide the view of building, parking, and equipment, so that they cannot be seen from the road.	It is likely that at least some of the light manufacturing guidelines will be retained. A final decision will be made after the general standards and guidelines are completed.	PD
Preserve mature trees and shrubs and plant trees that can screen the view of buildings from the road or adjacent residential properties. Protect significant mature trees and stands of trees so that mature vegetation dominates within the screen.		PD
To the greatest extent possible, road entrances should not draw attention to the light manufacturing facility. This should be accomplished by minimizing the width of the entrance, utilizing curves immediately inside the entrance, and by allowing the natural vegetation to grow to the edge of the drive.		PD
Build roads as narrow as possible. Create, wherever possible, a loop within the site with one-way narrow roads. Let vegetation grow to the edge of the road.		PD
Place loading docks on the site so they are fully screened from the road or adjacent residential properties.		PD

Existing Guideline	Summary	Status
Active agricultural uses such as pasture land and fruit and vegetable farms are encouraged within the open space.		PD
Trails are encouraged. Support future trail systems by initiating trails on the site or connecting to existing trails.		PD
Freestanding and building mounted light fixtures should not exceed 14 feet in height, including the base. All exterior lighting fixtures should incorporate cutoff shields to prevent spillover. Use of motion sensors with long time delays are encouraged. Use of mercury vapor lamps are strongly discouraged.		PD
Building should incorporate most of the following elements: ▪ A pitched or rounded roof ▪ Varied rooflines and roof details such as monitors ▪ A visually prominent principal entrance ▪ Appropriately sealed windows with visible trim ▪ Landscaping at the building edge ▪ Surface treatment to break up the scale		PD
Conceal mechanical equipment within the roof, or behind buildings, or other screening so it is not visible from the road or adjacent residential properties.		PD
Avoid the use of reflective glass and exterior colors or building materials that produce a strong reflection of light.		PD

Existing Guideline

Summary

Status

Design Guidelines for Fort Ward

Develop walking trails along street edges in existing right-of-ways.

- Some of the Fort Ward guidelines are not specific enough to be effective and should be removed. However, other guidelines will likely be retained with a final decision pending completion of the general standards and guidelines.

PD

Create walking trails that link to other trails and larger open spaces for a complete system. Specifically link to existing and historic trails including: Kitsap to Hilltop, Hilltop to Tojam, the historic stairs to the beach, Paul Avenue across the parade ground and Watch Hill to Park View.

PD

Trail easements should be 6 to 8 feet wide, with low ground cover or shrubs (under 3 feet) adjacent to the pathway. The width of the trail should vary depending on the level of use. Utilize pervious paving material such as crushed rock to allow drainage.

PD

A comprehensive wetland overlay master plan should be developed for the entire wetland system, including the adjacent land ownership. An acceptable list of plants, specific to Fort Ward wetland areas, should be developed in the wetland mater plan process.

PD

Encourage retention of significant trees where possible (12" caliper and greater as defined in the City Zoning Ordinance) for the Fort Ward community. Significant and historic trees should be identified for the entire community, including the wetlands and buffers through the wetland master plan process.

PD

Publicly owned landscape areas should be maintained by the City of Bainbridge Island, all other landscaping should be maintained by the owner or neighborhood association.

PD

Existing Guideline	Summary	Status
Park and open space designs should respect and reflect historic use of the area.		PD
Landscape buffers in the rights-of-way should be kept with indigenous plants as approved by the Bainbridge Island Landscape Code.		PD
Houses should be set back from the street as prescribed in the zoning code. Porches are allowed in the setback up to five feet.		PD
Garages should be sited at the rear of the site, or in the side setback and screened from the roadway. At a minimum, the garage should be set back or recessed from the front of the house. A carport may be used if it reflects the historic character in the community. A reduction to a minimum of a 5' rear setback for a detached garage that is consistent with these guidelines.		PD
Shared driveways or alleys are encouraged, especially on small lots under 7,000 square feet and along Fort Ward Hill Road.		PD
Lighting on sites or along the roadways should be shielded downward and be pedestrian scale. No light stands should exceed 12 feet in height. (Appropriate lighting styles should be developed with assistance from the Bainbridge Island Historical Society).		PD
Signage should be coordinate with the historic nature of the community. (Appropriate signage styles should be developed with assistance from the Bainbridge Island Historic Society).		PD

Existing Guideline	Summary	Status
The dominant features as seen from the road should reflect, but not replicate the historic architectural character of other Fort Ward structures such as residences on Parkview Drive, Evergreen Avenue and Soundview Drive. Pitched roofs between 6:12 up to 12:12 are encouraged for all new development. Roof overhangs of at least 18 inches should be incorporated. Pitched roofs for porches between 3:12 up to 12:12.		PD
Structures should incorporate textured siding (horizontal lap, board and batt, shingle) or masonry. Building design should also use broad window trim and paint colors reflecting turn of the twentieth century architectural types at Fort Ward. Large panes of glass and picture windows are also discouraged.		PD
Long buildings facing the street, unbroken facades, large blank walls are discouraged. Large panes of glass and picture windows are also discouraged.		PD
Lot coverage limit established in the zoning code may be exceeded up to 10% for front porches on houses and breezeways between the garage and house.		PD
Dormers and living spaces within the roof lines are encouraged in residential buildings.		PD

Best Practices Review

The best practices review includes local and national examples of design guidelines and design review programs. The national examples are reviewed primarily for document design, formatting, approach, and graphics as the type of development in these cities differs substantially from Bainbridge Island. Some examples are provided not as a best practice, but as a contrast to understand the range of approaches that cities take to regulating and administering design review programs.

Washington Examples

Figure 20. Washington Cities Design Process

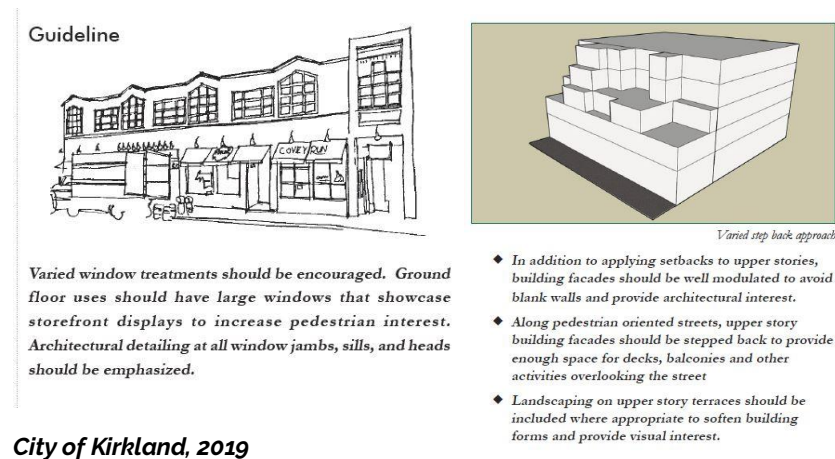
Jurisdiction	Authority	Design Guideline Integration	Process
City of Kirkland	Quasi-Judicial decision-making	Separate sets of design guidelines	Three step design process with pre-application meeting, concept review and response meeting
City of Redmond	Quasi-Judicial decision-making	Integrated into municipal code	Optional pre-application and prep review followed by formal review
City of Seattle	Advisory	Separate sets of design guidelines, with one overarching set of guidelines	Pre-submittal coaching followed by early design guidance meetings.
City of Bellevue	No Design Review Boards	Design standards integrated into code	Single review process administered by the City's Department of Development Services
City of Poulsbo		No Design Review	
City of Tacoma		No Design Review	

City of Kirkland

The City of Kirkland has a design review program including a review board with quasi-judicial decision-making authority. The City has several sets of design guidelines including for pedestrian-oriented business districts and district specific guidelines such as for the Totem Lake and Rose Hill Districts. Design review is required in eight districts in the City and certain residential development. The graphics are a mix of hand sketches, 3d modeling, diagrams, and photos. Design review is a three-step process

including a pre-application meeting with staff, a conceptual design conference with the Design Review Board (DRB), and a design response conference with the DRB. Administrative design review is required for minor projects.

Figure 21. Graphic examples for guideline on window design and massing

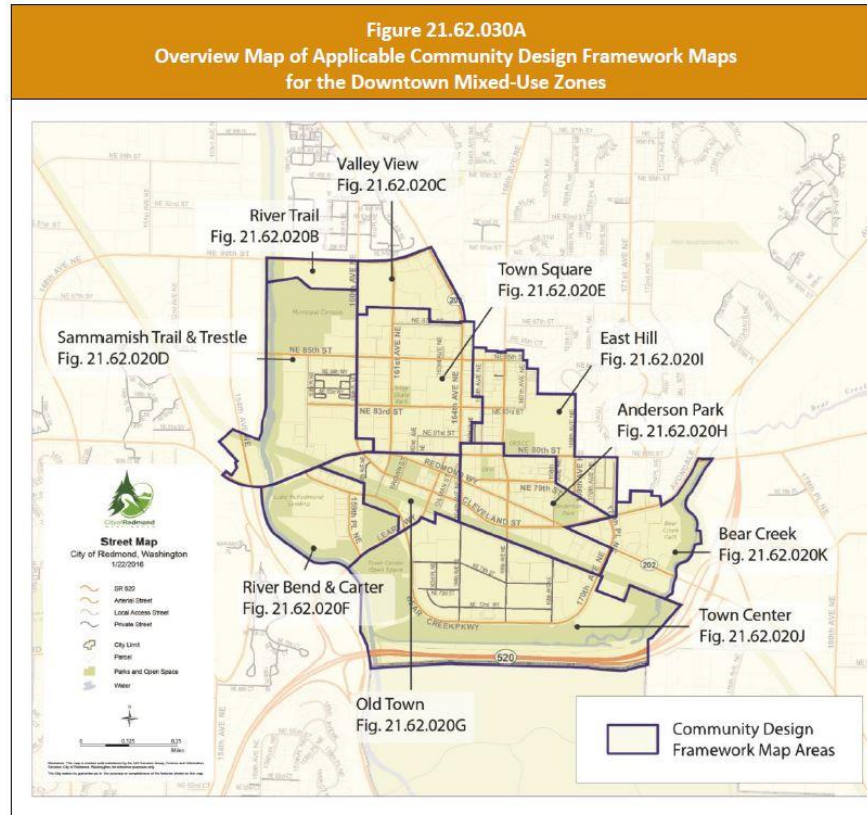


City of Kirkland, 2019

City of Redmond

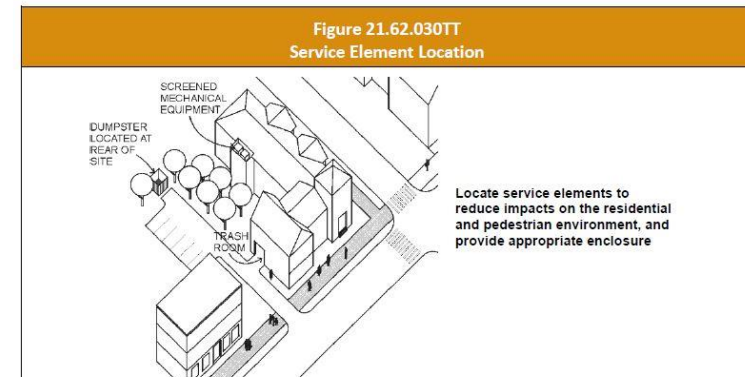
The City of Redmond has had a design review program since 1981. The Design Review Board (DRB) like the board in Kirkland has quasi-judicial decision-making authority. Design review standards are contained within the Redmond Municipal Code (RMC) and include specific standards such as for the Downtown Districts. The DRB is comprised of five professionals and two residents.

Figure 23. Downtown Design Districts



City of Redmond, 2019

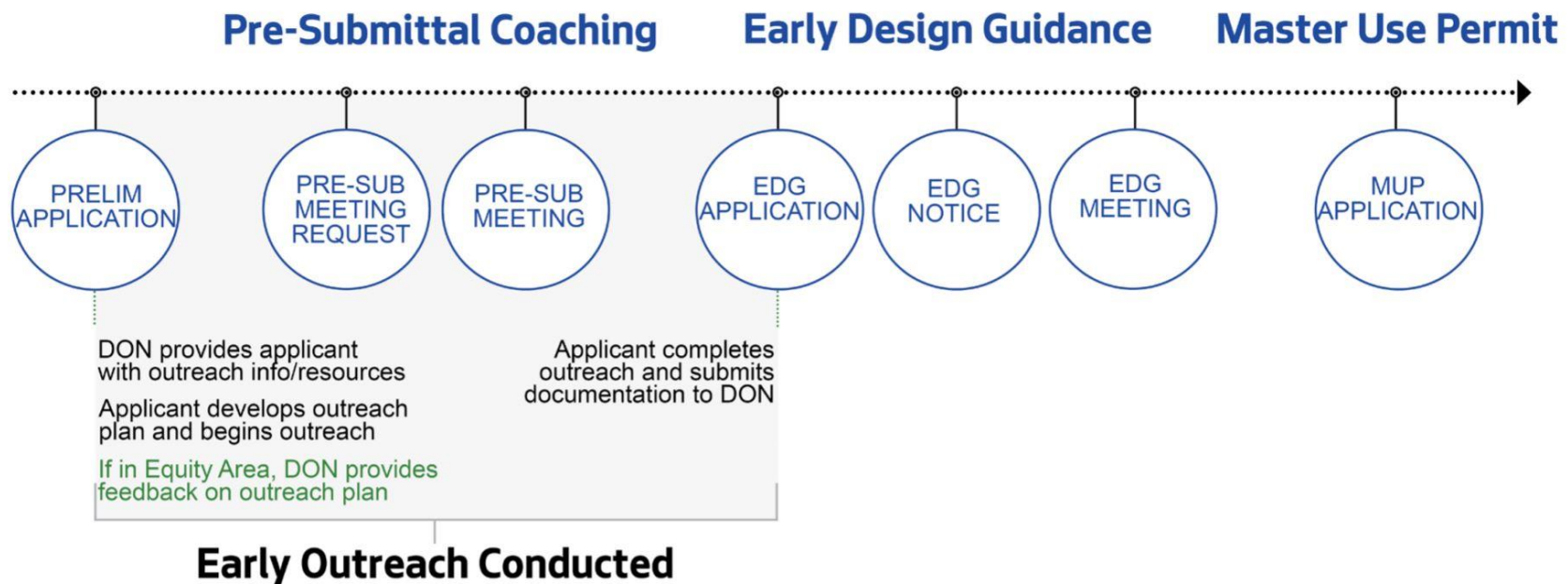
Figure 22. Graphic Example for service element guideline



City of Seattle

The City of Seattle has both city-wide design guidelines and neighborhood specific guidelines. The City has a design review board for each district that reviews projects. Design review is advisory to the administrative permit decision, but in practice the design review boards are de facto decision-makers. The City recently adopted updates to the program that became effective on July 1, 2018. Changes include a new requirement for early community outreach and updates to the review thresholds.

Figure 24. Updated design review process



City of Seattle, 2019

The City of Seattle's city-wide guidelines are organized by Context and Site, Public Life, and Design Concept. The neighborhood guidelines are following the same structure as they are updated. The table of contents for the city-wide guidelines are shown below.

Figure 25. City of Seattle City-Wide Design Guidelines structure

Introduction	ii
Context and Site	1
CS1. Natural Systems and Site Features	2
CS2. Urban Pattern and Form	4
CS3. Architectural Context and Character	7
Public Life	10
PL1. Open Space Connectivity	11
PL2. Walkability	12
PL3. Street-Level Interaction	15
PL4. Active Transportation	18
Design Concept	20
DC1. Project Uses and Activities	21
DC2. Architectural Concept	23
DC3. Open Space Concept	25
DC4. Exterior Elements and Finishes	27

City of Seattle, 2019

The city-wide guidelines have a mix of diagrams, graphics, and photos that demonstrate consistency with the guidelines as shown below in Figure 26.

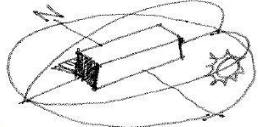
Figure 26. Document layout and graphic examples from the city-wide guidelines.



CS1

Natural Systems and Site Features

Use natural systems and features of the site and its surroundings as a starting point for project design.



Siting longer facades east to west brings the most consistent solar exposure and daylighting into a building, providing comfortable spaces for users and potential energy savings.

The Seattle Energy Code regulates energy-use features of new and remodeled buildings. For applicable energy standards and requirements, see the code at <http://www.seattle.gov/dpd/codesrules/codes/energy/overview/>

See also guideline DC1.A.1 Arrangement of Uses for related guidance.

See also CS2.B1 Site Characteristics, CS2.D2 Existing Site Features, and DC2.A1 Site Characteristics and Uses for related guidance.



Louvers on the windows help moderate the amount of sunlight received into this building as do the deciduous trees.

Design Approaches and Strategies to Consider:

A. ENERGY USE

- Energy Choices:** At the earliest phase of project development, examine how energy choices may influence building form, siting, and orientation, and factor in the findings when making siting and design decisions.

B. SUNLIGHT AND NATURAL VENTILATION

- Sun and Wind:** Take advantage of solar exposure and natural ventilation available onsite where possible. Use local wind patterns and solar gain as a means of reducing the need for mechanical ventilation and heating where possible.
- Daylight and Shading:** Maximize daylight for interior and exterior spaces and minimize shading on adjacent sites through the placement and/or design of structures on the site.
- Managing Solar Gain:** Manage direct sunlight falling on south and west facing facades through shading devices and existing or newly planted trees.

C. TOPOGRAPHY

- Land Form:** Use the natural topography and/or other desirable land forms or features to inform the project design.
- Elevation Changes:** Use the existing site topography when locating structures and open spaces on the site. Consider "stepping up or down" hillsides to accommodate significant changes in elevation.

CS1. Natural Systems and Site Features
2

Other WA Examples

It should be noted that many cities in Washington state either do not have design review or conduct design review entirely administratively. The City of Poulsbo does not have a design review program and all design standards are reviewed and approved administratively by the Planning Director. Similarly, the City of Tacoma does not currently have a design review program but is about to start the process to create the program and new design guidelines. Similarly, the City of Bellevue does not have design review boards or a public process for design review. All design standards are administered by the Director of the Development Services Department.

National and International Examples

The examples of design guidelines included in this section are primarily meant to serve as a guide for how to organize or illustrate design guidelines, many of these examples are from larger cities within the U.S. and abroad that have integrated a complex set of guidelines into clearly understandable documents with simple compelling graphics. The design guidelines included below are not intended to serve as an example of what would be appropriate guidelines for Bainbridge Island's unique character and setting.

San Francisco, CA

The City of San Francisco adopted new urban design guidelines in 2018. The updated design guidelines are user-friendly and provide a great deal of context on what is important to the City and community for design. The values statement shown in Figure 27 appears early in the document.

Link to: [San Francisco Urban Design Guidelines](#)

Figure 27. Values for San Francisco.

Built Environment Values for the City of San Francisco

Being a Good Neighbor

Good urban design is characterized by the thoughtful orchestration of buildings, landscape, open space, and streets. Such compositions result from fundamental principles that apply universally, as well as a deep understanding and response to site-specific conditions. San Francisco's architecture spans various eras and architectural styles, but its urban fabric maintains a high degree of continuity and consistency within the variety of buildings. The Urban Design Guidelines establish that new buildings have the responsibility to sensitively respond to their context and existing patterns of development while being of their moment.

San Francisco's urban design policy supports contextual sensitivity for two primary reasons: the first is that site-responsive design enhances our connection to our environment by maintaining a sense of orientation and familiarity. The second is that buildings that unduly distinguish themselves in form, materials, or character compete for attention with the larger urban fabric or buildings of greater public significance.

This expression of context occurs at three scales:

- *Site design*, where massing, open space, and site organization patterns respond to these values;
- *Architecture*, where design organization reflects adjacent volumes, proportions, and facade rhythms; and lastly,
- *Details*, where context informs the appropriate use of particular materials, tones, detailing, and placement of elements.

While projects should address all three scales, a context-specific response is not a prescription and each project should be evaluated on balance. The guidelines are especially important to help large projects with significant frontages contribute to fine-grained neighborhoods and new projects avoid creating substantial contrasts in scale or expression with existing neighborhoods. Over time, appropriate design will result in thoughtful layers that both uphold San Francisco's unique neighborhoods and support their evolution.

City of San Francisco, 2019

The guidelines are organized around specific objectives for design in the City. Figure 28 shows the organization of the design guidelines.

Designing Sustainably

With the inclusion of sustainable design principles and practices, dense urban development is inherently environmentally-friendly. Concentrating people near shared infrastructure reduces environmental burdens and conserves natural areas for habitat, recreation, and undisturbed ecological function. Walkable and transit-friendly development reduces energy use, improves air quality, and enhances the health of individuals.

Preservation is a key piece of sustainable development. As the city grows, retaining significant and irreplaceable buildings or fabric may be as much a measure of achievement as building the new. Not only is it resource-conserving, it retains, refreshes, and infuses the future with the city's historical values, culture, and identity.

Supporting Human Needs

People interact with the built environment in and between their homes and workplaces, neighborhood streets, and public open spaces. Urban form that considers the quality and functionality of the building fabric, streets, and open spaces contributes to the livability of San Francisco. Buildings and building features that are scaled for human interaction such as steps, doors, windows, and seating contribute to physical and psychological well-being. Buildings that enhance the connection between the inner life of buildings and the outer public realm also help engage people to the larger sense of activity and spirit of place. All of these goals support an experience of urban life in which people are the measure.

Endeavor. San Francisco is a global hub for invention, creativity, and economic vibrancy supported by density, diversity, and places for people to interact. This healthy economy depends on promoting and balancing a diverse range of options for housing, work, and recreation as well as physical and cultural infrastructure.

A beautiful, diverse, and sustainable city encourages thriving neighborhood commercial districts, healthy housing development, and the growth of educational and cultural institutions. Enhancing the quality of the pedestrian experience and transportation supports employment and quality of life, and encourages people to shop locally, which in turn supports small businesses and local jobs.

Though better design need not cost more, a well-designed building with high-quality construction ensures longer term value and promotes a higher

Figure 28. The guidelines are organized around objectives

Establish relationships and logics	
S1	Recognize and Respond to Urban Patterns
A1	Express a Clear Organizing Architectural Idea
P1	Design Public Open Spaces to Connect with and Complement the Streetscape
Respond to context	
S2	Harmonize Relationships between Buildings, Streets, and Open Spaces
A2	Modulate Buildings Vertically and Horizontally
P2	Locate and Design Open Spaces to Maximize Physical Comfort and Visual Access
Enhance unique neighborhoods	
S3	Recognize and Enhance Unique Conditions
A3	Harmonize Building Designs with Neighboring Scale and Materials
P3	Express Neighborhood Character in Open Space Designs
Engage larger viewpoints and systems	
S4	Create, Protect, and Support View Corridors
A4	Design Buildings from Multiple Vantage Points
A5	Shape the Roofs of Buildings
P4	Support Public Transportation and Bicycling
Design the building interface with the public realm	
S5	Create a Defined and Active Streetwall
A6	Render Building Facades with Texture and Depth
A7	Coordinate Building Elements
P5	Design sidewalks to Enhance the Pedestrian Experience
Use program to support the urban experience	
S6	Organize Uses to Complement the Public Environment
A8	Design Active Building Fronts
P6	Program Public Open Spaces to Encourage Social Activity, Play, and Rest
Support sustainability	
S7	Integrate Common Open Space and Landscape with Architecture
S8	Respect and Exhibit Natural Systems and Features
A9	Employ Sustainable Principles and Practices in Building Design
P7	Integrate Sustainable Practices into the Landscape

City of Calgary, 2019

The graphics have a modern look and easy to interpret as shown in Figure 29.

Figure 29. Guidelines examples to orient the user



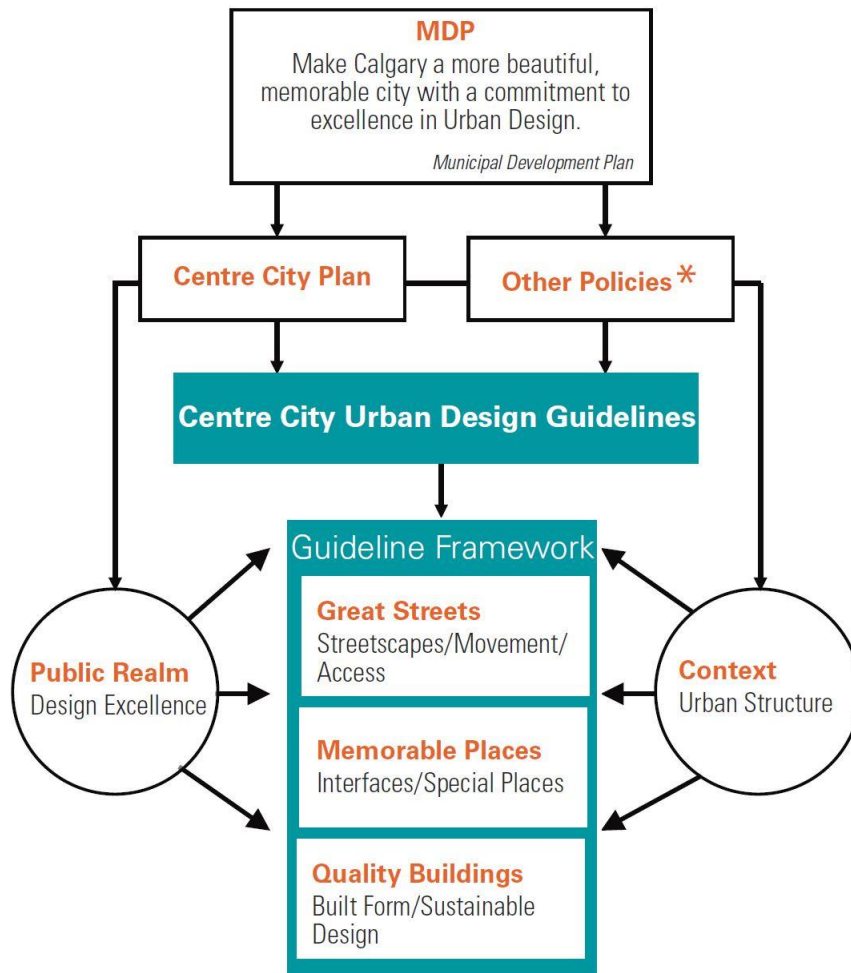
City of Calgary, 2019

Calgary, Alberta

The City of Calgary recently developed new design guidelines for the City. The guidelines are intended to support “making Calgary a more beautiful, memorable city with a commitment to excellence in Urban Design.” Figure 30 shows the framework for the design guidelines update project.

Link to: [Calgary Centre City Urban Design Guidelines](https://www.calgary.ca/urban-design-guidelines)

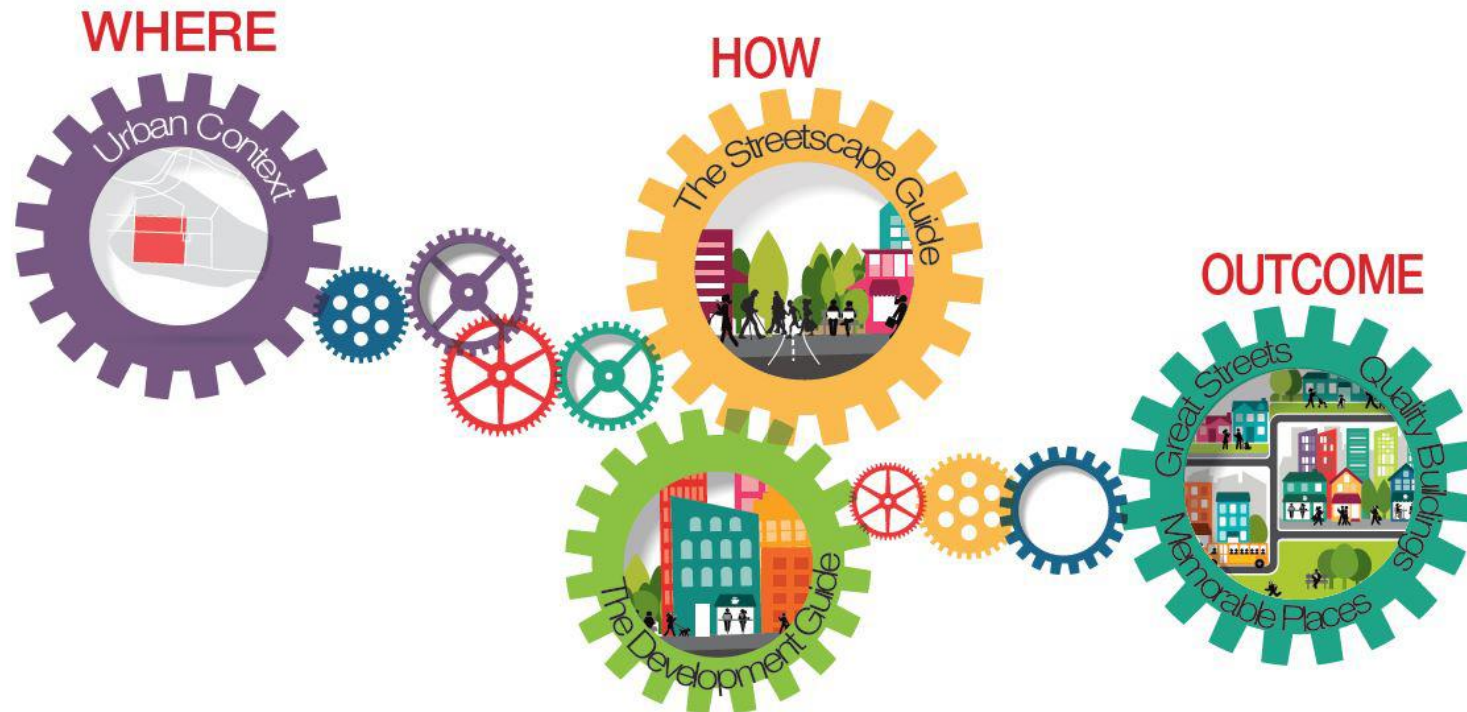
Figure 30. Design guidelines update framework



City of Calgary, 2019

The design guidelines are graphically oriented and user-friendly. The following diagram in Figure 31 shows the design process in relationship to the different types of guidelines.

Figure 31. Design review process in relation to the design guidelines



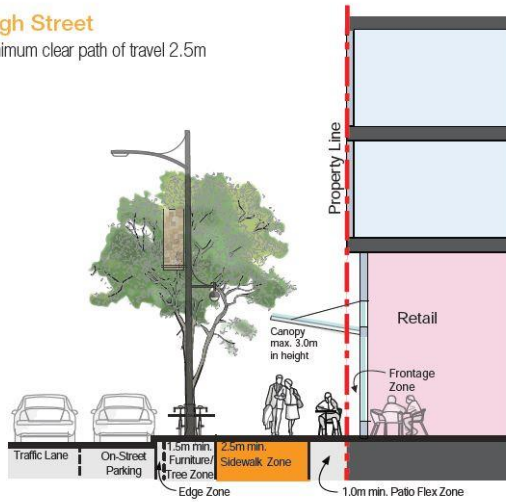
City of Calgary, 2019

The plan has a section on streetscapes including several street typology designations and related sections as shown in Figure 32. The diagrams highlight how development along the street relates to the design and use of the street.

Figure 32. Street Typology Sections

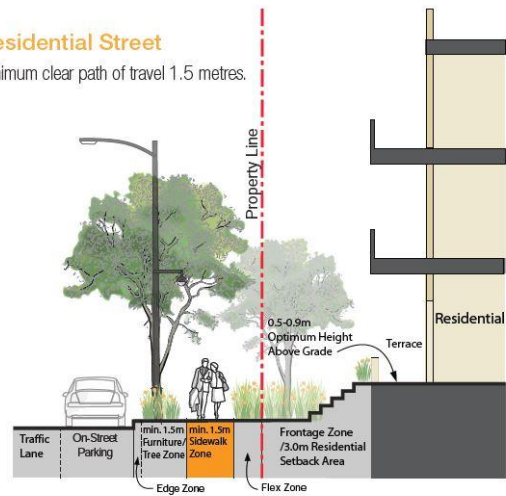
High Street

Minimum clear path of travel 2.5m



Residential Street

Minimum clear path of travel 1.5 metres.



City of Calgary, 2019

Auckland, New Zealand

The Auckland Design Manual is an online resource and guide for the design development process in the City of Auckland. The resource is very user-friendly and provides case studies of projects demonstrating compliance with the guidelines.

Link to: [Auckland Design Manual](#)

Figure 33. Auckland Design Manual Online Interface



City of Auckland, 2019

The Auckland Design Manual is more a resource for the community and is less formal than a typical set of regulatory guidelines. Sustainability practices are woven directly into the guidelines and offer a variety of examples and other resources as shown below.

Figure 34. Sustainability is woven into the Design Manual

**Check out our
expanding
sustainable home
design resouces >**



Sustainable Home Design Guide
How to get started building a sustainable home

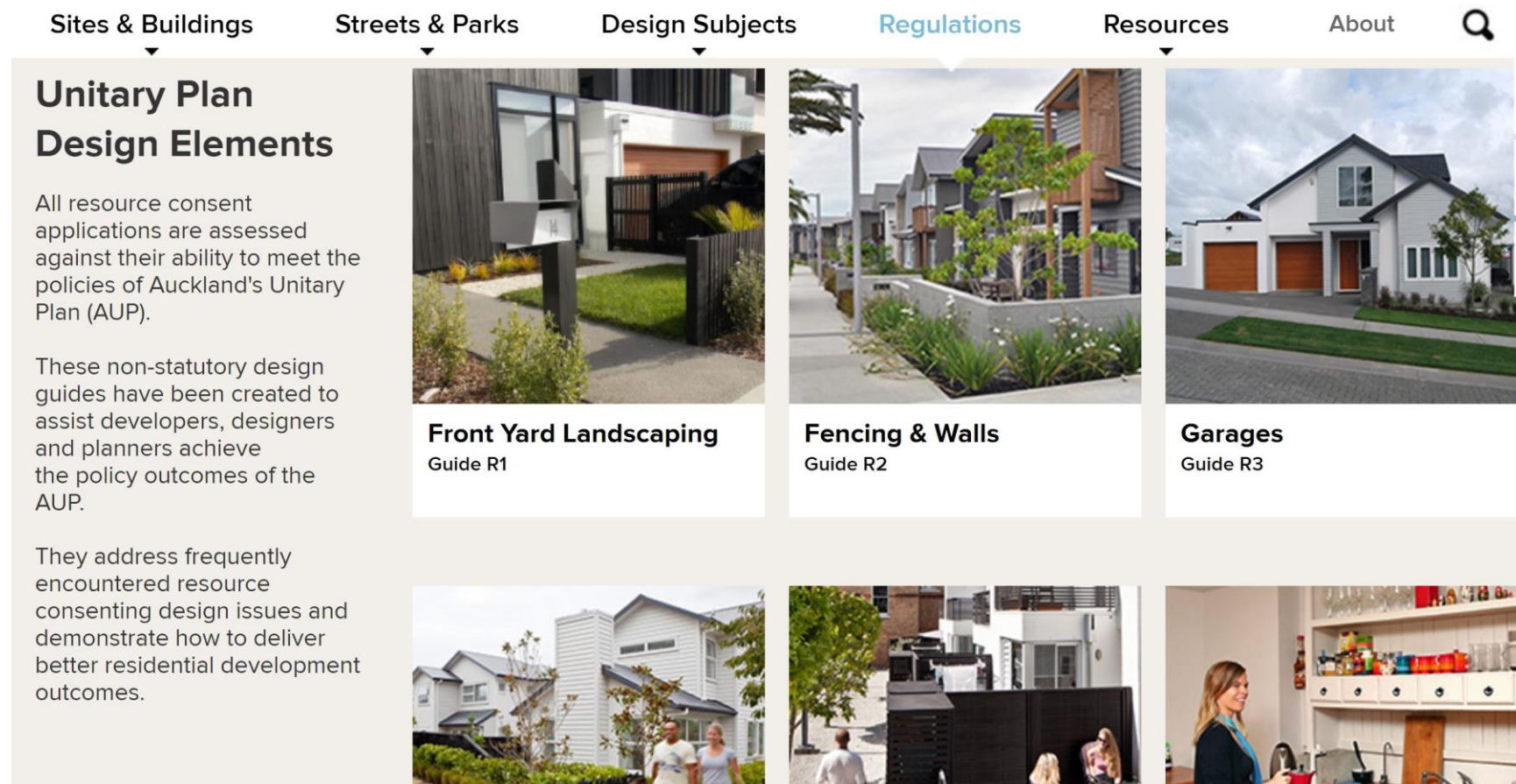


Free Eco Advice
Sustainable design advice for
your next build

City of Auckland, 2018

The Design Manual highlights elements of the Unitary Plan that are being implemented and provides guidance to applicants.

Figure 35. Design guideline examples



City of Auckland, 2019

For those designing streets the Auckland Design Manual has several resources including case studies. The City is in the process of developing a formal street design guide.

Figure 36. Street design case studies



City of Auckland, 2019

Splinter Creek, Mississippi

Splinter Creek is a planned community outside of Oxford, MS that has a set of architectural guidelines for new development. Splinter Creek has a significant amount of waterfront development and integrates sustainability principles directly into the guidelines. The three main sections of the guidelines are site planning, architectural design, and landscape guidelines. The guidelines use mostly photos with supporting maps and diagrams to illustrate the guidelines as shown in Figure 37. The architectural design guidelines for the community reflect a similar character to some neighborhoods on Bainbridge Island and could serve as a relevant precedent for site and building design.

Link to: [Splinter Creek Architectural Guidelines](#).

Figure 37. Photo examples of guidelines



The combination of a thin roof and permeable construction of structural elements makes for a graceful and subtle design which does not detract from the visual integrity of the lake.



The dock wraps around the home seamlessly as a simple and unobtrusive connection between the built structure and the water.



DESIGN FOR BAINBRIDGE 2019

ACKNOWLEDGMENTS

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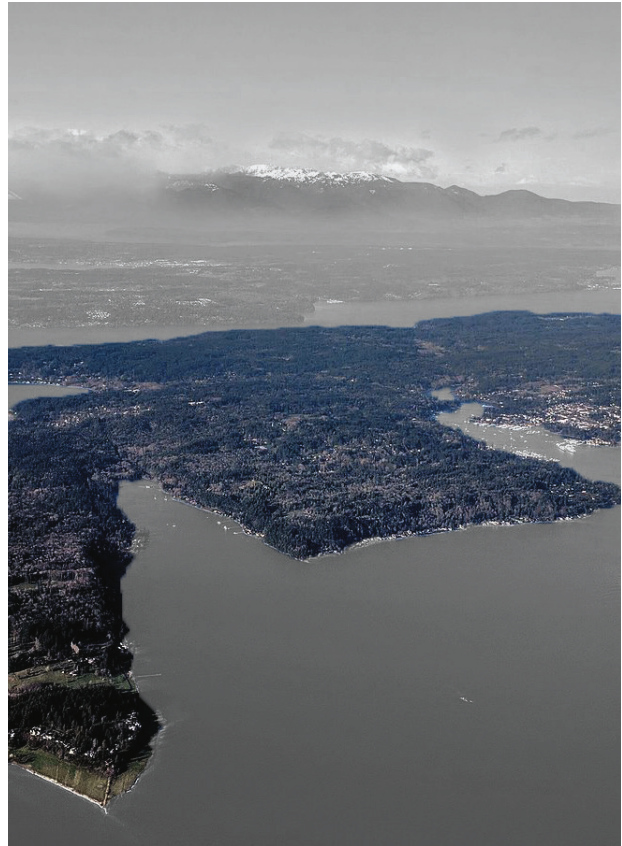
Larger Sites
Historic Places
Civic Uses

1 DESIGN ON BAINBRIDGE

The Island

Bainbridge Island is a close knit community with several neighborhood centers and a lively, walkable downtown in Winslow with a mix of shops, services and activities. The Island attracts residents and visitors with its magnificent natural setting and mix of rural and small-town charm, all a short ferry commute from Downtown Seattle. The City's residents are committed to preserving the Island's sense of community and green spaces, and deeply value the Island's natural lands, shorelines and enduring connection to local agriculture.

The City's Design Guidelines are based on the existing policies, principles and values established in Bainbridge Island's Comprehensive Plan and through community engagement. Each of these values and principles as they relate to the design of new development is articulated in the following section, and the guidelines draw on these principles and offer specific guidance to inform design at various scales and stages, including site design, building design and composition, and architectural detailing. The Guidelines were carefully crafted to ensure that new development reflects Bainbridge Island's common values and culture, and that it contributes to and enhances the City's built environment.





Values + Principles

The Bainbridge Island community values authenticity and design that is specific to Bainbridge. Generic approaches to design for sites, streets, buildings, and other elements are inconsistent with the island character and values.



DESIGN FOR BAINBRIDGE

Bainbridge Island's architecture is diverse, spanning a range of eras and architectural styles, but its urban fabric maintains a defining character and continuity within its varied buildings, streets and neighborhoods. Good design is the thoughtful composition of buildings, landscape and public spaces that creates a meaningful relationship to a building's surroundings and contributes to the public realm and neighborhood fabric. These guidelines define the responsibility of new development as respecting neighborhood context, responding sensitively to the surrounding built and natural environment, and contributing to the community.

DESIGN FOR SUSTAINABILITY & CLIMATE RESILIENCE

Bainbridge residents cherish the Island's natural environment and are committed to protecting and restoring the ecological and hydrological functions of its natural lands and water bodies. Sustainable design and green building practices help reduce the burden of development on natural systems, and help ensure Bainbridge Island is climate resilient. Concentrating growth in the Island's urban center through the zoning code and around shared infrastructure conserves natural habitat, ecological functions, open space and areas designed for recreational use. Specific elements of site design, building design, construction, and operation, such as efficient use of energy and water, integration of renewable energy, and use of sustainable and ethical materials can mitigate the environmental toll of new development and address local climate vulnerabilities.

DESIGN FOR A WALKABLE, BIKEABLE AND CONNECTED COMMUNITY

Part of a safe, healthy and sustainable community is a walkable, bikeable and transit-friendly built environment that encourages active transportation. Walkable, bike- and transit-friendly development that reduces reliance on cars can help improve air quality and help residents live healthier more active lives. New development should support alternative travel modes and contribute to the individual's connection to place. Thoughtful design can further both these goals enhancing the public realm that ties together the city's buildings, which in turn improves the quality of the walkable and bikeable experience.

DESIGN FOR HEALTH, EQUITY, AND INCLUSION

Healthy housing development and expansion of educational and civic institutions support diverse and inclusive growth, and help build thriving neighborhood centers. Design can have an effect not only on the community's look and feel, but also on housing affordability for people of different means, and the comfort of people from different backgrounds. Building an accessible community that supports transit and that creates and creates a quality pedestrian experience can help grow employment locally, improve quality of life, and lay the foundation for a more diverse community.

DESIGN TO FOSTER CULTURE AND SOCIAL WELL-BEING

The contributions of Bainbridge Island's residents through the arts, agriculture, and active organizations are a piece of what defines the City. Bainbridge Island's rich history, and dynamic cultural life are supported by the City's buildings, parks, and public spaces. They represent the community's experiences and foster a robust public life in Bainbridge Island's downtown, in distinct neighborhoods, and in the Island's rural areas. New development should contribute to and create spaces that are accessible and reflect local culture and identity.

DESIGN FOR CONNECTIONS TO THE NATURAL ENVIRONMENT

Bainbridge Island's natural environment is not simply a scenic backdrop for its built environment — the two are intimately connected. New development should draw inspiration from and preserve natural areas, responding to natural features like slopes, streams, heritage trees, and wetlands in ways that minimize disturbance and leave ecological functions intact.

How to Use this Document

Design for Bainbridge provides guidance for applicants to successfully navigate the design review process. This section highlights key elements of the design review process to improve clarity and predictability for the City, applicants, and the public.

When is Design Review Required?

The Bainbridge Island Municipal Code (BIMC) specifies when design review is required in Table 2.16.010-1: Summary Table of Land Use Procedures. The requirement for design review is based on the type of land use review required for the type of development or other activities proposed.

Design review is required for the following project types:

- a. Major site plan and design review (includes any site plan and design review in the business/industrial zoning district)
- b. Major conditional use permits
- c. Preliminary long subdivisions
- d. Preliminary large lot subdivisions
- e. Major shoreline conditional use permits

Design review is optional for the following project types:

- a. Minor site plan and design review
- b. Minor conditional use permits
- c. Preliminary short subdivisions

The development of single-family homes and minor activities or improvements like routine maintenance, interior work, or projects that don't require a building permit or a change of use are exempt.

Design Standards vs Guidelines

Design for Bainbridge includes both Design Standards and Design Guidelines. Design Standards are clearly defined, mandatory and applied based on the site's context (surrounding neighborhood, and natural environment), and the site itself. Guidelines are more flexible and provide different approaches to meeting the Design Standards. For a project to be approved, it must comply with all applicable Design Standards and demonstrate how the project team has applied Design Guidelines to meet those standards. Design Standards and Design Guidelines, and the development to which they apply, are defined below.

Design Standards: Standards mandate planning and design actions that the applicant must incorporate in their project application. Compliance with standards is mandatory and failure to meet a mandatory standard may be used as a basis for the city's denial of a project application.

Design Guidelines: Guidelines are voluntary and not mandatory; however, compliance with guidelines may be necessary to comply with the Design Standards. Guidelines provide a variety of ways to satisfy the Design Standards based on the specific context and site. Failure to meet a voluntary guideline cannot be used by the city as a basis for a project denial.

Development: Development means all structures and other modifications to the natural landscape above and below ground, on a particular site.

Relationship to Other Regulations, and Permit Review

Design review is part of an integrated land use and development review process. Regulations that come into play during this process include zoning, subdivision standards, building permits, and other regulations for shoreline development, critical areas, and State Environmental Policy Act (SEPA). The Design Review Board (DRB), in coordination with City staff, is responsible for design review which focuses solely on compliance with Design Standards and Design Guidelines contained in this document. Regulations for zoning, subdivisions, and buildings are reviewed and approved by other parties within the City. Design review starts early in the City's land use review process and concludes with final review and recommendations from the DRB directly to the Planning Commission, which then reviews the application for major site plan and subdivision applications. The final permit decision varies by the permit type but is typically made by the Planning Director or the City's Hearing Examiner. For more information on the permit review processes please refer to the City's [Administrative Manual](#) and Municipal Code ([BIMC 2.16](#))

Departures

Design for Bainbridge is intended to provide flexibility in meeting the Design Standards and applying the Design Guidelines to projects. However, there may be circumstances where the applicant proposes a design solution that meets the guiding principles and intent of the standards and guidelines but is not in strict compliance. Departures may be approved by the final decision-maker with a recommendation on approval or denial by the DRB for projects under their review.

Definitions

The definitions contained in this section are applicable only to this document and its contents.

Active means fostering human activity and interaction, often to describe streets and public spaces with pedestrian traffic, events and programming, or uses that draw, facilitate, or serve as a backdrop for human interactions such as shops and restaurants.

Built Environment means the parts of our physical surroundings that are created by and for humans and serve as the setting for human activity.

Character is the distinctive qualities of a place, building or street.

Civic Uses are public buildings or institutions owned and operated by governmental or other public agencies. This includes government offices, courthouses, police and fire stations, and schools.

Context is the physical (including natural and human-made) and cultural environment around a specific site and how the site relates to those surroundings.

Development means all structures and other modifications of the natural landscape (both above and below ground) on a particular site.

Design Standards mandate planning and design actions that the applicant must incorporate in their project application. Compliance with standards is mandatory and failure to meet a mandatory standard may be used as a basis for the city's denial of a project application.

Design Guidelines are voluntary and not mandatory; however, compliance with guidelines may be necessary to comply with the Design Standards. Guidelines provide a variety of ways to satisfy the Design Standards based on the specific context and site. Failure to meet a voluntary guideline cannot be used by the city as a basis for a project denial.

Fenestration is the arrangement, proportioning, and design of windows and doors in a building.

Frontage means street-facing facade of a building and its relationship to the street.

Heat Island Effect is the tendency for built areas to be hotter than their surroundings because of absorbed solar radiation and lack of vegetation, in particular, trees.

Human Scale is the scale at which humans can comfortably interact with their environment based on the physical and cognitive characteristics and capabilities of the human body.

Impervious Surface means a non-vegetated surface area which either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development and/or a hard surface area which causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of stormwater.

Massing: the shape, form and size of buildings.

Natural Systems such as ecosystems or water and nutrient cycles, are systems that exist in nature independent of human involvement and are composed of physical and biological materials and processes.

Permeable materials allow stormwater to infiltrate into the ground.

Public Realm means the spaces around, between and within buildings that are publicly accessible, and support public life and social interaction.

Resilience or climate resilience is the ability to anticipate, prepare for, and respond to hazardous events, trends, or disturbances related to climate.

Stormwater Runoff is the rainfall that flows over land, paved surfaces, and building rooftops.

Right-of-Way means all public streets and property granted or reserved for, or dedicated to, public use for streets, walkways, sidewalks, bikeways, parking, and horse trails, whether improved or unimproved, including the air rights, subsurface rights, and related easements.

Scale means a proportionate size, extent, degree, or level of detail typically in relation to a standard point of reference.

Stormwater Infiltration is the process by which rainfall and stormwater runoff flows into and through the subsurface soil.

Sense of Place is the relationship with the place and its identity as felt by residents and visitors and shaped through experiences of a place's natural, human-made, cultural, and historical features.

Street Types are the classifications for each street on the Island according to common functions and existing or desired characteristics. The permitted building frontages for each Street Type specify setback requirements and treatments between the building and the right-of-way

Transpiration is the process by which water moves through a plant and evaporates into the atmosphere from its leaves and exterior surfaces.

SUSTAINABILITY DEFINED

The term “sustainability” has become a frequently-used buzz word. Sometimes it is even used in an attempt to “green wash” a project or a proposal. Because sustainability is such a fundamental value in Bainbridge Island's design guidelines, a clear definition is needed. In common parlance, sustainability is defined as follows:

The ability to be maintained at a certain rate or level. Common examples are: “the sustainability of economic growth”; “the long-term sustainability of the project.”

In the realm of ecology and the survival of the planet and all its inhabitants, sustainability is best defined in the context of living systems. Thus, “sustainability” means, simply, “to align with natural forces, or at least not to defy them,” and is about everything we do as humans. To use the phrase “environmental sustainability,” for example, or “sustainable agriculture” or a “sustainable economy,” while grammatically correct, does not exemplify the true definition of, nor foster application of the real meaning of, sustainability. Sustainability, properly used, is about the entire planet as a living system, including all life forms.

Viewing a community as a living system recognizes that the “rules of the house” are non-negotiable biophysical principles and the elements of sustainability rest upon those principles.

To further understand this approach to community, it helps to know that “ecology” and “economics” have the same root: eco from the Greek oikos, or home. Ecology is the knowledge or understanding of the house, and economics is the management of the house—and it is the same house. Therefore, understanding our community as a living system—an ecosystem—will give us not only a new understanding of “economy” and “economics,” but also will foster a vision of the future, along with strategies for its realization, that focus on resiliency, adaptability, and attunement with nature.

If we perceive ourselves and all we create as part of an ecosystem, it is easy to understand that our community is a living system within which there are nodes of wealth: social, natural and financial. All interact as a system and are linked together through nutrient cycles and energy flows, and the maintenance and health of these networks is essential to the overall health and prosperity of our community.

- Jane Rein, Design Review Board

2 DESIGN REVIEW

Design Review Process

The design review process, standards, and guidelines are structured to support good design and a deliberate design process from context and site down to design detailing. Design review is an iterative process intended to help applicants comply with relevant standards and guidelines and develop designs for the project that fit Bainbridge Island and the unique context of the site.

1 Conceptual Proposal Review

The conceptual proposal review meeting is an informal meeting between the applicant and the Design Review Board to review site-specific conditions and contextual considerations for the design of development on site. This discussion is intended to inform strategies for site planning and massing that respond sensitively to the neighborhood context.

2 Design Guidance Review

Design guidance review meetings with the Design Review Board offer guidance to potential applicants during the design process on conceptual alternatives. The purpose of the design guidance review meeting is to review how the proposed alternatives fit the surrounding context with a focus on the development's program, uses, site plan, and massing. The Board will also consider any requested departures, the rationale for those departures and their consistency with the intent and principles of the guidelines.

3 Pre-Application Conference

The pre-application conference with City Staff is intended to provide input on preliminary, site, building plans and elevations, and ensure they address Design Standards and Design Guidelines in this document before the application set is finalized.

4 DRB Review & Recommendation

At this meeting, the Board will review the application plans for compliance with Design Standards and Design Guidelines and ensure that the project reflects any revisions recommended by the Board at previous meetings. The Board will document its findings and transmit a written recommendation to the Planning Commission. The Board's recommendation may include conditions to ensure compliance with all standards.

DISCUSSION TOPICS & MATERIALS



Submittal Requirements

1 Conceptual Proposal Review

Site Analysis

- a. Aerial map of with property lines marked and streets labeled within 500 feet;
- b. Photos of the site;
- c. Topography, physical, and natural features on the site;
- d. Landscaping and tree species 6" or greater in diameter, and an arborist report for any landmark trees as defined in [BIMC 16.32](#);
- e. Vehicular and pedestrian access to the site including curbs;
- f. Summary of applicable zoning standards and Design Guidelines.

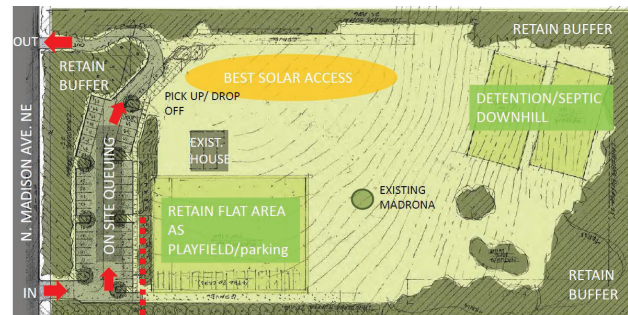
Context Analysis

- a. Requirements for analysis listed in the Context Analysis Section (Section 3);
- b. Vicinity map(s) indicating:
 - › Property lines;
 - › Footprints of structures and existing ground and upper floor uses;
 - › Zoning districts and overlays;
 - › Natural features, recognized landmarks and designated historic sites or structures; and
 - › Roadways, sidewalks, trails, bicycle facilities and transit stations.
- c. Photos of properties, structures, adjacent rights-of-way, natural features, and streetscapes within 500 feet.

Preliminary Development Program (Optional)

- a. Preliminary development program (Residential or Live/Work Units, Retail or Office SF, Number of Parking Stalls); and
- b. Description of how the program fits within the context and any sustainability, preservation or conservation goals as part of the project.

Conceptual site analysis



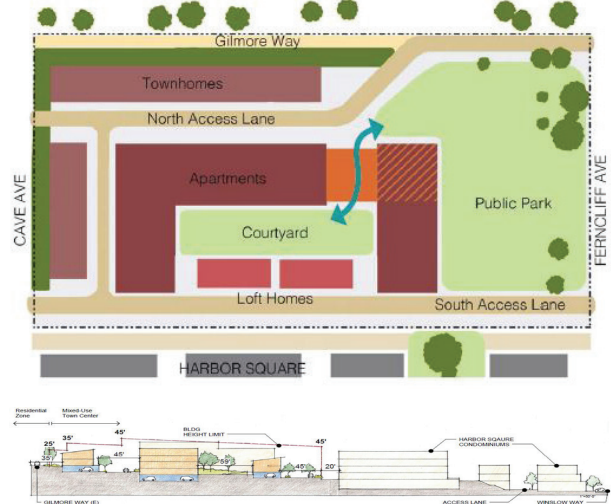
Context analysis map



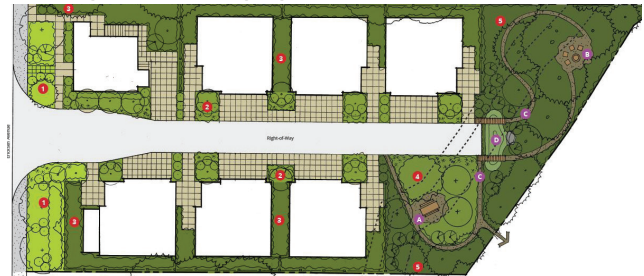
2 Design Guidance Review

- Vision statement & design intent;
- Conceptual site plan and architectural massing concepts, and a description of how these designs respond to the context;
- Development program (Residential or Live/Work Units, Retail or Office SF, Number of Parking Stalls);
- Description of how the program fits within the context and any sustainability, preservation or conservation goals as part of the project;
- Graphic illustration of the overall massing at street level;
- Narrative explanation of design cues from nearby architectural and natural features;

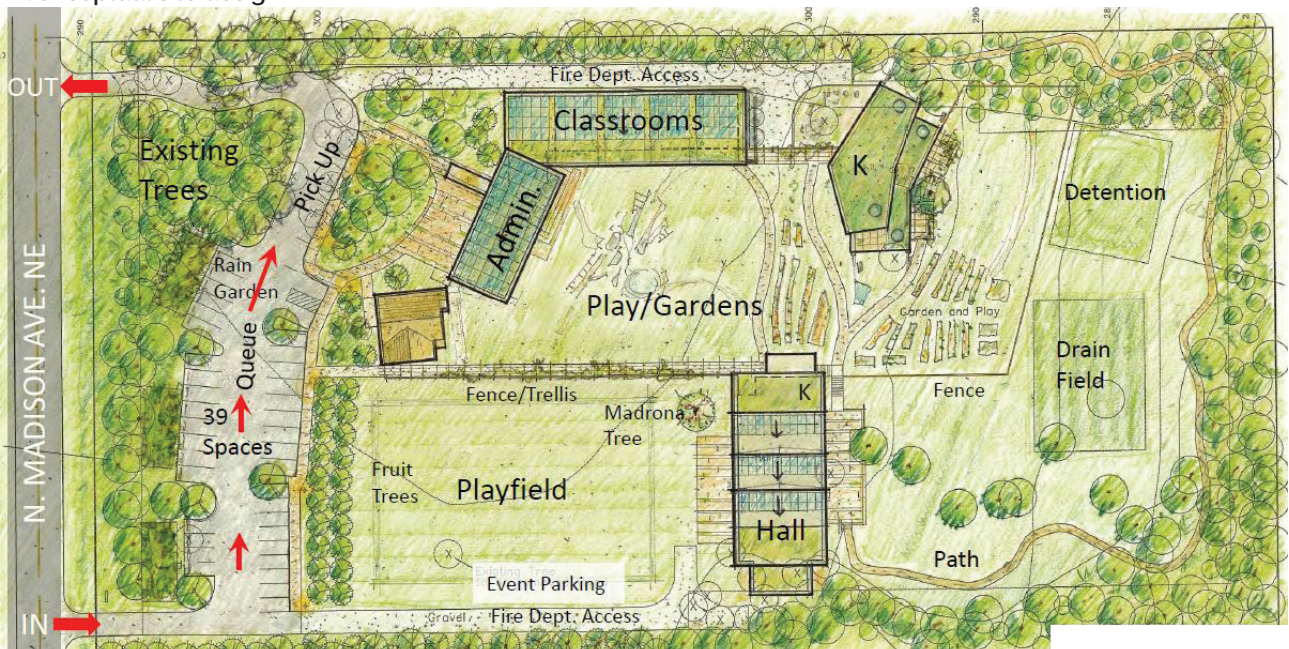
Conceptual site plan & massing cross section



Conceptual landscape plan



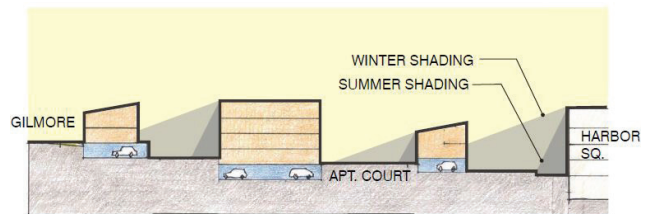
Conceptual site design



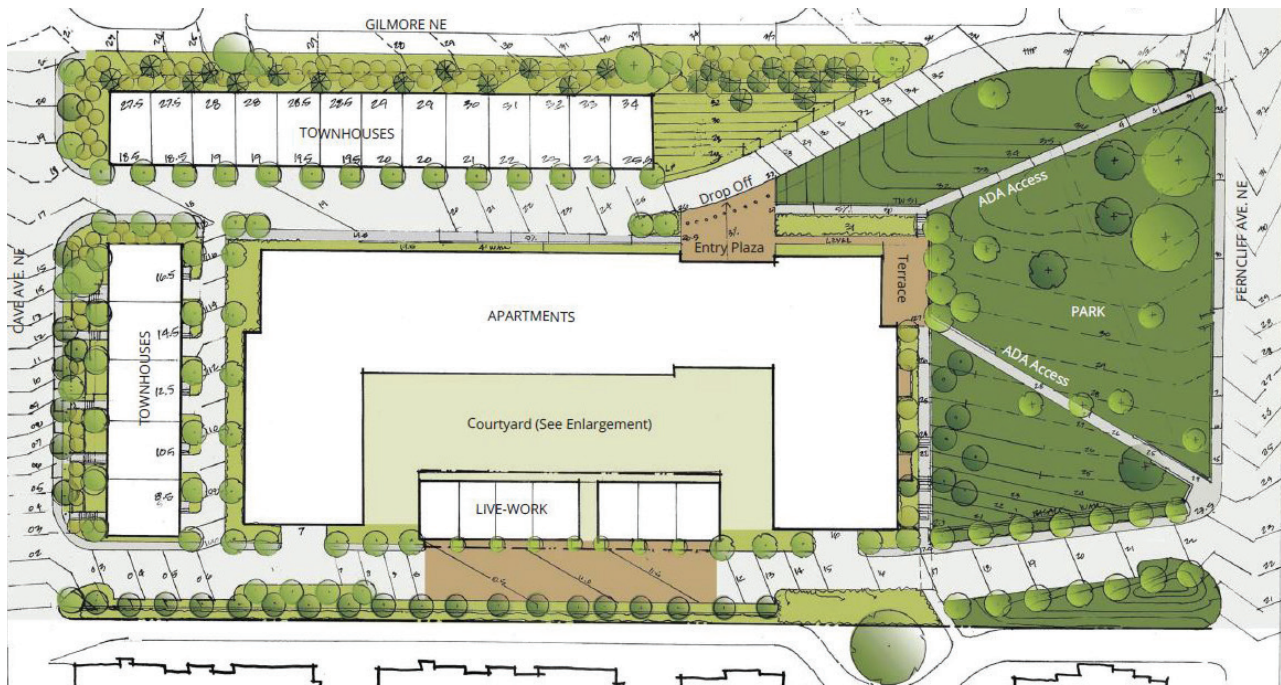
3 Pre-Application Conference

- a. Illustrative site plan, including:
 - › Property lines and easements and rights-of-way with dimensions;
 - › Footprints of structures on adjacent properties with height in feet and stories;
 - › Topography, physical and natural features on the site;
 - › Vehicular and pedestrian access to the site including curbs; and
 - › Landscaping and tree species 6" or greater in diameter, and an arborist report for any landmark trees.
- b. Conceptual floor plans with uses differentiated by color, property boundaries, and buildings and uses on adjacent properties;
- c. Preliminary building plans and elevations annotated with facade treatments, materials and colors;
- d. Sun/shadow graphic analysis;
- e. Summary of applicable Zoning and Design Standards, Design Guidelines, and how applicant intends to meet those standards and guidelines as part of the proposed development with conceptual diagrams or graphics;
- f. Description of how the project relates to the guiding principles in Section 1, and meets the intent of applicable Design Guidelines; and
- g. Summary of all anticipated departures from applicable guidelines.

Sun/Shadow Analysis



Illustrative Site Plan



4

Final Design Review

- a. Statement of Design Intent and how the project incorporated applicable guidelines;
- b. Vicinity Map including property lines and rights-of-way with dimensions, footprints of buildings on adjacent properties, and natural features (landmark trees, streams, wetlands and steep slopes);
- c. Final Site Plan Illustration in Color;
- d. Final Landscape and Planting Plans;
- e. Color Rendering or perspective illustration of the Proposed Development from the street and from an axiomatic view;
- f. Final Floor Plan;
- g. Final building plans and elevations for all facades;
- h. Detailed drawings of façade treatments;
- i. Materials Palette, samples and cut sheets for all façade materials included in elevation drawings; and
- j. Full summary and rationale for all requested departures from Design Guidelines and zoning parameters.

Perspective Illustration



Color elevations with materials



APARTMENT - NORTH ELEVATION



APARTMENT - EAST ELEVATION



APARTMENT - WEST ELEVATION



APARTMENT & LOFT HOMES - SOUTH ELEVATION

3

CONTEXT ANALYSIS

Introduction

Your site is part of our community.

Context analysis is a prerequisite for application of Design Standards and Design Guidelines. This section outlines requirements for applicants to present their understanding of the site's context. The components of the analysis included here are intended to be part of the review process and will be the focus of the Conceptual Proposal Review, the first meeting of the design review process.

A thorough understanding of all aspects of the site and its context is fundamental to design that fits and contributes to Bainbridge Island's unique built and natural environments. Development affects its setting through each facet of design in ways that can be striking or largely invisible to the public. It is not enough to simply describe the context, but to analyze its qualities and to understand and its implications for design.

An effective context analysis will carefully examine the relationship between the site, potential development, and the surrounding environment. This creates a foundation for design that takes cues from patterns in the surroundings and contributes to the Island's unique character, while preserving, supporting, and repairing the natural environment. Sustainability is an overarching goal for design on Bainbridge, and will be a key component in all respects of this analysis.



CONTEXT ANALYSIS

Design for new development should go beyond consideration of individual buildings and fit successfully into Bainbridge Island's urban context. These requirements present an analytical framework to guide approaches to design that respect and enrich the facets of the built and natural environment that make Bainbridge "Bainbridge."

C1

Analyze natural systems

C2

Identify the extent and value of wildlife habitat and corridors

C3

Assess unique and prominent features

C4

Consider the defining attributes of the built environment

C5

Analyze systems of movement and access

C6

Study how the site relates to and can contribute to the public realm

C1

NATURAL SYSTEMS

Natural systems include water and hydrology; vegetation, forests and soils; solar access and wind conditions. The natural systems analysis is the basis of designing a project that minimizes impacts and maximizes sustainable solutions for each project.

Analyze

Water:

stormwater, streams, wetlands, aquifers, and shorelines

Soil:

stormwater infiltration, geological hazards, and soil stability

Vegetation:

major trees, forested areas, and plant communities

Solar Access:

sun and shadow conditions on and near site

Wind:

prevailing wind direction

Resiliency:

current and future flood risk and tidal inundation, heat vulnerability and heat wave risk

C2

WILDLIFE HABITAT & CORRIDORS

Bainbridge Island's exceptional ecosystem and wildlife habitat is highly valued by the community, and development must be balanced with the diversity and abundance of native plants and animals. Habitat includes the terrestrial and marine environment, not only along the shoreline, but for upland sites as well.

Analyze

Habitat:

known species and identified key habitat

Connectivity:

existing or desired connections between key habitat areas

Shoreline:

existing conditions of waterfront sites



UNIQUE & PROMINENT FEATURES

Some sites merit special attention because of how they relate to features that make Bainbridge Island distinct and memorable. These include a variety of natural and human-made features including views and vistas, bluffs, shorelines, bodies of water, historic buildings and working farms. The design review process will focus on minimizing impact on the visibility or character of these valued features as experienced from the public realm.

Analyze

Natural Features:

views and view corridors, significant trees, forested areas, outcroppings, waterfront, and beaches

Human-made Features:

civic or publicly significant buildings or structures, working farms, harbors, and marinas

Historic Sites:

past human activity, historic sites, and buildings



BUILT ENVIRONMENT

The patterns of human-made buildings and spaces around the site inform project design. Appropriate design responses are not encouraged to mimic the built context of the site, but to find ways to be compatible and contribute to the surroundings.

Analyze

Massing:

height, bulk, and form of nearby buildings

Siting:

setbacks from property lines, access points, and relationship between buildings and open spaces

Scale:

how features, design elements and proportions relate to the human experience

Uses:

surrounding services, schools, and other institutional uses

C5

PUBLIC REALM

Public realm includes streets, sidewalks, parks, civic buildings and other places that are accessible to the public. These spaces are often enlivened by adjacent retail or other privately-owned entities. The public realm is at the heart of civic life, and the relationship of projects to the public realm is a fundamental design issue.

Analyze

Building Frontages:

relationship of nearby buildings to the sidewalk and streets

Activities:

nearby retail or other activities

Open Space:

location and type of nearby public and private open spaces

Landscape:

patterns of trees or other significant vegetation

Utilities:

utility poles, junction boxes, utility meters, and stormwater

C6

SYSTEMS OF MOVEMENT & ACCESS

The site context includes its connection to streets, sidewalks, open spaces, and trails. Appropriate approaches to site design will prioritize pedestrians, transit and principles of universal design, and will strive to create new connections wherever possible.

Analyze

Streets:

street classification, width, traffic levels, and parking

Sidewalks:

pedestrian network, materials

Transit:

nearby transit facilities

Bicycles:

nearby bike facilities

Access:

patterns of non-motorized and motorized access

4

DESIGN STANDARDS & GUIDELINES

Introduction

Design Standards establish the minimum requirements in *Design for Bainbridge* necessary to take advantage of the opportunities of the surrounding context and site while contributing to the neighborhood. To provide some flexibility, creativity in design, and address the specifics of each site, the Design Guidelines provide a variety of ways to meet the standards. Design Standards and guidelines are defined in Section 1 as a part of *How to Use this Document* - and are repeated below.

Design Standards: Standards mandate planning and design actions that the applicant must incorporate in their project application. Compliance with standards is mandatory and failure to meet a mandatory standard may be used as a basis for the city's denial of a project application.

Design Guidelines: Guidelines are voluntary and not mandatory; however, compliance with guidelines may be necessary to meet Design Standards. Guidelines provide a variety of ways to satisfy the Design Standards based on the specific context and site. Failure to meet a voluntary guideline cannot be used by the city as a basis for a project denial.

SITE DESIGN

- S1** Natural Systems
- S2** Wildlife Habitat
- S3** Unique Features
- S4** Built Environment
- S5** Systems of Movement

PUBLIC REALM

- P1** Walking & Cycling
- P2** Vehicles in the Public Realm
- P3** Hierarchy of Public Spaces
- P4** Connections to Public Spaces
- P5** Block & Frontage Patterns
- P6** Activity on Commercial Streets

BUILDING DESIGN

- B1** Clear Organizing Concept
- B2** Appropriate Architectural Language
- B3** Facade Composition & Scale
- B4** Sustainable Design
- B5** Materials & Detailing

LANDSCAPE

- L1** Landscape & Architecture
- L2** Public Realm
- L3** Sustainable Features
- L4** Green Infrastructure
- L5** Wildlife Habitat
- L6** Views & View Corridors



SITE DESIGN

Building on an understanding of the site and its context, site design defines how a building relates to its context. The placement, orientation and massing of buildings should support broader patterns in Bainbridge Island's built and natural environment as well as livable neighborhoods and communities.

S1

Protect and repair natural systems

S2

Preserve and enrich wildlife habitat

S3

Respect and magnify unique aspects of site and context

S4

Complement and contribute to the built environment and local identity

S5

Fit the project into the systems of access and movement, prioritizing pedestrians and bicycles

S1 PROTECT AND REPAIR NATURAL SYSTEMS

Intent

Design for new development should protect existing natural systems and mitigate disturbance to the maximum extent possible. In addition, designers should look for ways to heal and repair the Island's natural systems that have been impacted by previous development. Site design should embrace relationships to larger natural systems, and use these systems to inform sustainable design at the site and building level.

- a. Use natural topography to inform project design, stepping up or down hillsides.
- b. Minimize soil disturbance and excavation, and preserve natural topsoil.
- c. Preserve the hydrological functions of the site and create opportunities for natural stormwater infiltration.
- d. Incorporate natural water features, habitat, and native plant communities on-site into project design so that they are ecologically functional.
- e. Minimize and disconnect impervious cover to reduce runoff.

IslandWood worked with a 255-acre site on Bainbridge to minimize disturbance to natural systems and restore natural areas on site



The Bullitt Center in Seattle integrates native vegetation in the street and public spaces with gray- and rainwater harvesting and filtration



S2

PRESERVE, RESTORE AND ENRICH WILDLIFE HABITAT

Intent

Urban growth often comes at the expense of natural habitat, degrading and fragmenting sensitive plant communities, wetlands, and riparian corridors that provide habitat for local fish, wildlife and pollinators. New development in Bainbridge Island should protect and restore habitat on site and connect to local habitat corridors.

- a. Incorporate existing natural habitat and landscape into site design.
- b. Connect new landscaped areas and fragmented habitat to networks of open space and larger habitat corridors wherever possible.
- c. Consider porous fencing, hedging and shrubs to define property edges, or gaps in fencing and reduce barriers to wildlife.
- d. Promote continuous habitat through private or communal landscaped areas and repair gaps in identified wildlife corridors wherever possible.

Cedar Creek Watershed Education Center in North Bend, maintains a continuous wildlife habitat along the shore of Rattlesnake lake with green roofs and native plantings.



Dockside Green in Victoria, BC is built around system of stormwater treatment ponds that run into the upper harbor and create a network of wetland habitat.



S3

RESPECT AND MAGNIFY UNIQUE ASPECTS OF THE SITE AND CONTEXT

Intent

The character of Bainbridge Island is comprised by many kinds of natural and man-made features: historic buildings, views of water and mountains, rolling landscapes, forests, and farms. Development should recognize these features, avoid detracting from their prominence, and highlight them whenever possible.

- a. Work with the particular features of the site—shape, ecological value and characteristics, views, vegetation, hydrology and topography—to create a unique solution for the project.
- b. Preserve and highlight public views of unique features that contribute to Bainbridge Island's character.
- c. Support visual connections to nearby landmarks.

Madison Square in Bainbridge Island preserved older trees on the site and integrated them into landscape, while framing views of nearby buildings.



The site plan for the BelRoy in Seattle integrated an existing historic apartment into the new project with interior courtyards and pedestrian circulation.



S4

COMPLEMENT AND CONTRIBUTE TO THE BUILT ENVIRONMENT AND LOCAL IDENTITY

Intent

Buildings and open spaces should be designed to create a sense of place and contribute to neighborhood identity. Projects should be built to feel like they "belong" to their site and context, becoming part of the fabric of beloved places on Bainbridge Island.

- a. Site access and new structures to complement patterns in the built environment with attention to setbacks, spaces between buildings, scale, and entries along the street.
- b. Create or reinforce a well-defined rhythm of intervals of built and open spaces, designed for the human scale.
- c. Develop frontages with quality, interest, and variety, using multiple smaller scale buildings if needed for to fit with neighborhood character.
- d. Avoid visually impermeable fencing, high fencing or other monolithic features along publicly visible edges of the site.

Bainbridge Island City Hall is distinct but not out of place, with a frontage that fits well with the proportions of nearby buildings and a clear public entrance.



The San Juan Building on Ferncliff Avenue in Bainbridge Island keeps the rhythm and scale of its surroundings with a primary facade broken into smaller sections.



S5

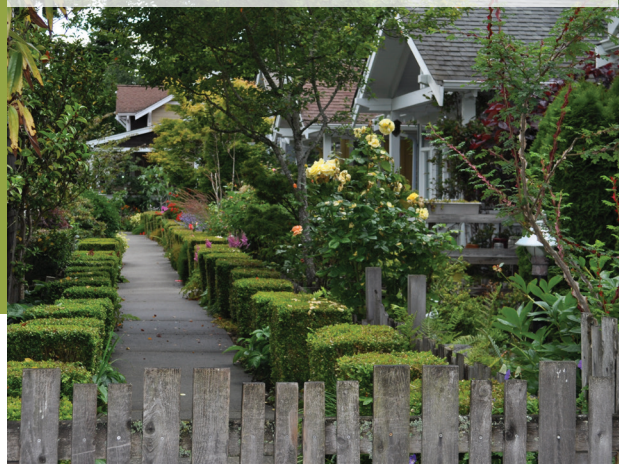
FIT THE PROJECT INTO THE SYSTEMS OF ACCESS AND MOVEMENT, PRIORITIZING PEDESTRIANS AND BICYCLES

Intent

Livable and sustainable communities are walkable and bikeable. Good design in Bainbridge Island will favor pedestrian and bicycle scale, and carefully consider the project's place in the network of streets, sidewalks and trails in decisions about entries, ADA access, and location of vehicular access. Projects should prioritize the pedestrian environment and encourage sustainable transportation choices.

- a. Locate and orient primary pedestrian access to the site toward major pedestrian and bicycle travel routes and transit facilities.
- b. Incorporate dedicated pedestrian access that connects and aligns with existing public and private pedestrian infrastructure.
- c. Integrate access for people of all abilities into the project design so that all visitors are welcome through primary entries and access points.
- d. Locate at-grade parking and vehicular access away from active pedestrian areas wherever possible and screen at-grade parking from public view.
- e. Provide bicycle parking near access points to and active areas to maximize visibility and convenience.
- f. Consider including pedestrian-oriented public spaces and spaces for informal community gathering in non-residential projects.

The Ericksen Cottages in Bainbridge Island connect to Ericksen Avenue with a network of pedestrian paths and shared parking areas that minimize impacts on pedestrian areas.



The Winslow has integrated pedestrian access into the building's front plaza along Winslow Way and interior courtyard off on Ericksen Avenue.



S6

SUPPORT AND CONTRIBUTE TO A VIBRANT PUBLIC REALM

Intent

The public realm should be considered at the site planning level. Some projects will be fully private, but experienced from people passing by. Residential development will have a relationship to passers-by and visitors as well as the residents. Retail buildings and civic buildings have important relationships to the public realm, where dedicated space may be warranted. For all of these project types, the visual and physical relationship to the public realm begins at the site planning level for the most appropriate and beneficial interaction with the community.

- a. Arrange site elements to define a clear 'public front' facing toward the primary street.
- b. Minimize vehicular presence in the public realm, with driveways and garages de-emphasized in terms of location, width and design.
- c. Consider the hierarchy of uses in site design, with important uses or features emphasized.
- d. Incorporate natural systems into public spaces in the site where possible and appropriate.
- e. Give prominence to pedestrian entrances over vehicle access.
- f. Reinforce defined and active street edges and design public facing frontages to interact directly with the public realm as appropriate.

The BelRoy in Seattle has a strong relationship with the street, with a visible and welcoming pedestrian entrances and storefronts and seating that interact with the street.



Chophouse Row in Seattle integrates an active pedestrian route through a series of indoor and outdoor spaces that support the ground level commercial uses on the site.





P

PUBLIC REALM

Bainbridge Island's network of streets, trails and public spaces are the setting for public life in the city. They support community events and local activities, build the experience of the Island and express local identity. New development should contribute to streetscapes, public and open spaces, and street frontages, and foster activity at street level where appropriate.

P1

Create a safe and comfortable environment for walking and cycling.

P2

Minimize impact of vehicles on the public realm

P3

Design to support a legible hierarchy of public spaces

P4

Strengthen public space connections

P5

Draw from and enhance existing block patterns

P6

Foster interest and activity along commercial streets

P1

CREATE A SAFE AND COMFORTABLE ENVIRONMENT FOR WALKING AND CYCLING

Intent

Whether a project is located in the Island's downtown, neighborhood centers, or rural areas, new development should consider the site's relationship to the pedestrian environment, and how the project can contribute to safety, comfort and continuity in the pedestrian realm.

- a. Connect on-site pedestrian walkways with existing public or private routes where projects can improve the network for people walking.
- b. Integrate universal design in pedestrian routes, access points and entries, with multi-sensory cues where appropriate in public spaces and access points using visual, auditory and tactile signals.
- c. Integrate lighting for pedestrian pathways and entrances to provide safety, mark entry locations and highlight design features.
- d. Orient primary entrances toward the site's most active public street frontage.
- e. Contribute to the network of safe bicycle routes where possible.
- f. Provide bicycle parking at access points to open spaces and buildings, and coordinate bike racks and fixtures with other outdoor furniture on site, along adjacent streets, or nearby public spaces.

The Camelia Apartments in Bainbridge Island integrate public walkways through the site with landscaping to provide access to Island Village and Hildebrand Lane.



This outdoor dining area connects directly to the street, using planters and hardscape materials to define the space associated with the beer garden.



P2 MINIMIZE THE IMPACT OF VEHICLES ON THE PUBLIC REALM

Intent

Public realm design should focus on people rather than cars and vehicular access. Projects should strive to keep conflicts between motorists and people walking and biking to a minimum, and support active and inviting streets by reducing the visual impact service areas, parking, and vehicular access.

- a. Encourage non-polluting transportation options, such as shared vehicle access and parking in multiple ownership circumstances.
- b. Minimize the size and number of curb cuts and locate curb cuts away from active pedestrian areas wherever possible.
- c. Screen service uses and parking when near public space using ground floor uses and/or landscaping.
- d. Reduce conflicts between pedestrians and motorists through design elements such as planters, paving patterns, or lighting.
- e. Create clearly defined pedestrian paths through parking areas with sidewalks or other dedicated facilities.

This street treatment in Langley, WA makes good use of material and textural cues, and uses on-street parking and loading instead of curb cut access to reduce conflicts.



Pedestrian access for Whidbey Telecom uses variation in materials, landscaping, screening and physical barriers to create a safe pedestrian environment within a parking lot.



P3

DESIGN TO SUPPORT A LEGIBLE HIERARCHY OF PUBLIC SPACES

Intent

Projects should understand their location in the hierarchy of public space and respond accordingly. For example, a site that terminates a vista would be designed as a focal point, while a project that is part of the urban fabric would be designed to fit well with adjacent properties. Design to support a hierarchy of public spaces will help wayfinding and character.

- a. Use buildings to help shape and define public spaces where appropriate.
- b. Consider vistas, views and irregularities in the street network and block pattern to retain views or to create focal points.
- c. Highlight important crossings, intersections, and transitions where appropriate.
- d. Incorporate wayfinding that complements project design and surrounding wayfinding systems, with common indicators, destinations, and signed decision points.

The Marketfront in Seattle creates defined public spaces that highlight views of Elliott Bay, and defines a hierarchy of public and private spaces along the market.



An alley in California uses the space between buildings as both a pedestrian connection and as outdoor dining, with framed views of nearby buildings.



P4

STRENGTHEN PUBLIC SPACE CONNECTIONS

Intent

Design for new development on Bainbridge Island should pay careful attention to how the building will interact with the public realm—street, sidewalk, open spaces and landscape. Projects should look for opportunities to make stronger connections in the Island's network of public spaces wherever possible.

- a. Locate primary entrances along the main street, and contribute to the character of the street.
- b. Align public spaces, passages and access with existing pedestrian paths or desire lines where no formal paths exist. Public through-routes in Winslow are excellent examples of pedestrian-scale connections.
- c. Where appropriate, provide open spaces adjacent to the sidewalk and design public frontages to support direct engagement with the street and pedestrian activity.
- d. Use public art to enhance entrances to buildings and public spaces and to create or highlight unique transitions.

Clyde alley in Langley supports pedestrian connections through the center of the block and to other public spaces along 2nd Street.



A pedestrian alley in Spokane's Kendall Yards creates a direct connection to the Spokane Falls and includes outdoor seating and dining areas that support nearby uses.



P5

DRAW FROM AND ENHANCE EXISTING BLOCK AND FRONTAGE PATTERNS

Intent

Regardless of how people get around, everyone is a pedestrian at some point. Pedestrian-oriented design creates safe, accessible and welcoming for spaces for all in ways that are contextually appropriate for Bainbridge Island's varied environments. Whether it is in the Island's downtown, neighborhood centers, or rural areas, new development should contemplate the site's relationship to the pedestrian environment, and how the project can contribute to safety, comfort and continuity in the pedestrian realm.

- a. Seize on the prominent location of corner sites to create focal points with careful detailing and integrated public spaces.
- b. Create a porous site with public pedestrian routes through larger developments.
- c. Break down the massing of buildings and the scale of long facades to fit the rhythm of the surrounding block.
- d. Create a human scale environment at street level with detailing that adds variety and rhythm to the facade.

The Braeburn in Langley WA is integrated into the nearby mid-block crossing and plaza, and uses it's corner location to help create a welcoming entrance to Clyde Alley.



The Braeburn draws on established building patterns, scale and rhythm along 2nd Street for a successful fit with historic building downtown.

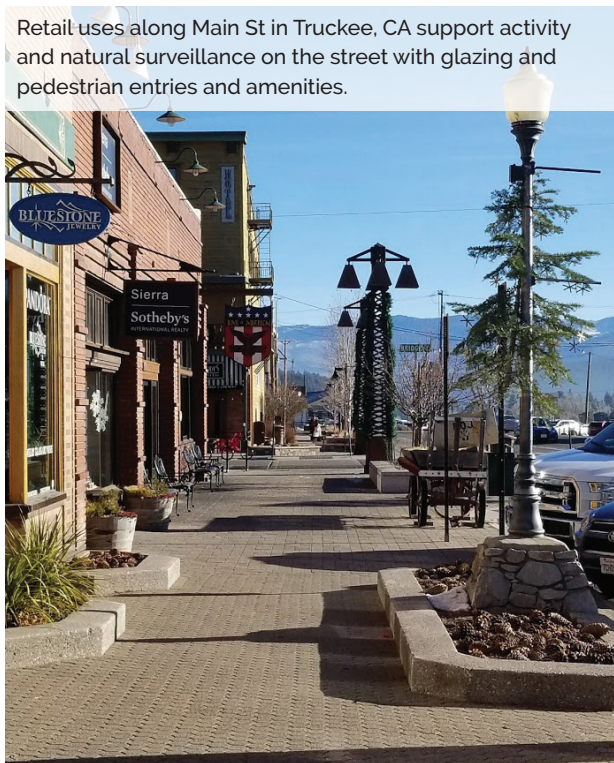


P6 FOSTER INTEREST AND ACTIVITY ALONG COMMERCIAL STREETS

Intent

Bainbridge Island is fortunate to have strong and active retail "main streets" in Winslow, Lynwood and Rolling Bay. New development should reinforce the scale and positive attributes of these commercial streets with pedestrian-scale interest and activities.

- a. Support adjacent sidewalks and public spaces with active ground floor uses and amenities such as displays and seating, and public art,
- b. Place doors, windows, balconies and street-level uses to provide lines of sight for natural surveillance of the street, private and public realm.
- c. Build in multiple entries to allow for smaller storefronts, and design to allow retail facades to be adapted to the particular users to give spaces interest and character.
- d. Locate utility areas away from active spaces on commercial streets.





BUILDING DESIGN

Bainbridge Island's diverse buildings types and architectural styles work together with the Island's unique natural setting to create a beloved character. New development should reinforce the character of Bainbridge with thoughtful, well-designed, high quality buildings.

B1

Express a clear organizing architectural concept

B2

Use an architectural language appropriate to Bainbridge Island

B3

Create well composed facades at all scales

B4

Celebrate and prominently feature sustainable design

B5

Use high quality, sustainable materials and well-crafted details

B1

EXPRESS A CLEAR ORGANIZING ARCHITECTURAL CONCEPT

Intent

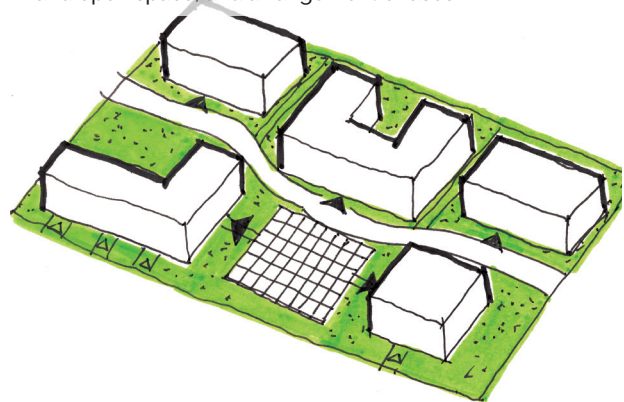
Buildings are expected to have a clear architectural concept that is internally consistent, appropriate to the building's site and functions, and elegantly expressed.

- a. Base the design on a thoughtful organization of uses in plan, taking into account the arrangement of the development program and its relationship to the context of the site.
- b. The architectural concept should be rooted in and express sustainable design principles.
- c. The architectural concept should be appropriate to the Pacific Northwest's climate and materials, as well as to the specific conditions of the site.
- d. In the building concept and floor plan, consider the relationship of building uses and public space; for example, locating an entry lobby along the street, or designing residential windows to have a degree of privacy from passers-by.
- e. Express the rhythm of the building's structural organization in the facades.
- f. The architectural concept should make the building's uses and hierarchy legible.

The Bainbridge Island Museum of Art presents a clear architectural concept developed around public spaces and nearby streets with a clear rhythm and organization of uses.



This diagram represents a concept that takes considers the relationship between buildings, access and public and open space, and arrangement of uses.



B2

USE AN ARCHITECTURAL LANGUAGE APPROPRIATE TO BAINBRIDGE ISLAND

Intent

The Design Guidelines do not prescribe architectural styles, but projects are expected to have an attractive and coherent style that fits well with the climate and context of Bainbridge Island.

- a. Consider the context and history of Bainbridge Island in the building's massing, roof forms, and siting.
- b. Use materials that are locally sourced and regenerative wherever possible.
- c. Include weather-protection and other climate appropriate design as an integral part of the architectural language and detailing.
- d. Use surrounding building forms (found in context analysis) to inform building shape and form.

The Winslow in Bainbridge Island draws on the historic context along Winslow Way and Ericksen Avenue for a consistent and coherent architectural style that fits well.



Grace Episcopal Church in Bainbridge Island uses locally appropriate style and materials that help integrate the building into the site and surrounding natural setting.



B3

CREATE WELL COMPOSED FACADES AT ALL SCALES

Intent

Facades are not only the visible faces of a building. Facades are the interface between the interior uses and the public realm, bringing in daylight and keeping out the weather. They play a major role in energy efficiency and define the architectural style. Façade design is critical to the success of a building from urbanistic and sustainability standpoints, and thoughtful design is expected for all facades.

- a. Design all facades visible to the public to be attractive and well-proportioned, with a graceful composition of fenestration and opaque areas and a sense of texture and depth along building surfaces.
- b. Create an architectural concept appropriate to Bainbridge Island and the character of the building's surroundings.
- c. Design the building to be attractive from vantage points near and far, with all visible facades receiving full attention to design.
- d. Design the building to be pleasing and coherent at multiple scales—from massing and roof form to secondary features such as fenestration and balconies, to details, textures and finishes.
- e. Give attention to the level of human scale experienced from the public realm, including detailing at doors and windows and other architectural features such as porches, canopies, balconies, and the like.
- f. Incorporate design detail, articulation and quality materials and a sense of human scale in all building facades.
- g. Integrate utilities and service functions into architectural concept for building, screening mechanical equipment and trash facilities from view.

An office building on Hildebrand Lane in Bainbridge Island uses detailing and alternation of two primary materials to create a sense of texture and human scale.



The Klotski Building in Seattle, WA has an inset ground level storefront with floor-to-ceiling windows, and a simple pattern of vertical elements on its upper stories that create a coherent composition with depth and appropriate detail.



B4

CELEBRATE AND PROMINENTLY FEATURE SUSTAINABLE DESIGN

Intent

Projects in Bainbridge Island are expected to be environmentally responsible and resource efficient throughout their life cycle. Buildings will need to meet the requirements of the City and County that require sustainable design; the Design Guidelines are intended to express the values of a healthy environment in the design expression of each project.

- a. Reuse existing structures whenever possible, recognizing that the most sustainable buildings are those that already exist.
- b. Use building materials that reflect a sense of place, favoring recycled or renewable resources and/or local sources.
- c. Highlight regenerative materials and renewable energy generation such as solar panel or turbines as visible expressions of the community's aesthetic and values.
- d. Offer access to natural light and ventilation in living and working spaces for comfort and reduced energy consumption.
- e. Manage direct sunlight with solar control and shading devices, and integrate these features into the overall design, with each facade responding to solar orientation.
- f. Consider green or living walls and/or roofs with plants adapted to Bainbridge Island's microclimate; make them visible where possible.
- g. Design for flexibility so that the building can be adapted in the future, including reuse of structured parking for non-vehicular future uses.

The Vineyard Lane apartments in Bainbridge Island use sustainable materials, building practices and design to help reduce energy use.



The Grow Community in Bainbridge Island incorporates reusable energy, efficient heating and cooling systems, and building materials that support thermal efficiency.



B5

USE HIGH-QUALITY MATERIALS AND WELL-CRAFTED DETAILS

Intent

Building materials should be selected for their appropriateness to place, a minimal ecological footprint, and long-term aesthetic value. Thoughtful composition and detailing will express a level of quality and a sense of scale inherent in excellent architectural design.

- a. Choose durable, low-impact materials that are appropriate for the climate and seasonal shifts in weather conditions.
- b. Select materials that are locally sourced and supportive of Bainbridge Island's economy where possible.
- c. Express the architectural concept of the building and provide a sense of human scale through thoughtful detailing.

The Bellevue Botanic Gardens Visitor Center uses low impact materials and careful detailing to create a series of indoor and outdoor space unified by a sheltering roof.



Bryant Heights in Seattle uses alternating high-quality materials create visual interest along building facades and fit in with a dense single family neighborhood.





LANDSCAPE

Landscape design is expected to fit the building into its setting, contribute to a comfortable and welcoming pedestrian environment, and support natural systems with habitat-friendly and sustainable features.

L1

Integrate the landscape concept to complement the architectural concepts

L2

Support the public realm with the landscape design

L3

Integrate sustainable features into the landscape and make them visible wherever possible

L4

Integrate and highlight green infrastructure practices

L5

Support healthy habitat in the landscape

L6

Preserve and enhance important views and view corridors

L1

INTEGRATE THE LANDSCAPE CONCEPT TO COMPLEMENT THE ARCHITECTURAL CONCEPT

Intent

Landscape architecture and building architecture are expected to be mutually complementary, working together toward an overall design that is functional, sustainable and pleasing. To this end, the landscape should be designed in tandem with the architecture, rather than as an afterthought.

- a. Design the landscape to enhance elements of the site and architectural concept by strategies such as defining pathways, zones and edges; creating focal points; softening building massing; highlighting entries, and adding scale, texture and interest to the site.
- b. Locate deciduous trees to compliment passive solar strategies, providing shade in summer and allowing sun in the winter.
- c. Use plantings where privacy is needed for more intimate and private spaces, or for screening traffic and/or service uses.
- d. Choose plantings that complement the proportions and scale of the building, and offer color and interest throughout the year.
- e. Ensure that landscape design relates to considers building features such as porches, balconies and roof areas.

A passageway in Healdsburg, CA uses small-scale plantings and vines to soften edges and massing, highlight entries and work with passive solar strategies.



The Pacific Cannery in Oakland, CA incorporated materials from a 1919 cannery to create a common court that helps unify public and private outdoor spaces in the development, and provides privacy for ground level residences.



L2

SUPPORT THE PUBLIC REALM WITH THE LANDSCAPE DESIGN

Intent

Landscape design is expected to be an integral part of public spaces, enhancing the functions, activities and character of the public realm..

- a. Use landscape design to connect a network of open spaces, appropriate to the project context. This open space network could include the streetscape and building frontages, spaces between buildings, or a series of planted areas and hardscape intended for outdoor use.
- b. Encourage interaction between the building's interior uses and exterior public space, Including plazas, seating areas and other hardscape areas to support positive public activities appropriate to the context and building use.
- c. Select plantings that reflect a sense of care, providing scale and seasonal color and interest.
- d. Consider elements of continuity along streets to provide a level of character along a corridor, and unique elements of distinction that can serve as landmarks or wayfinding.
- e. Complement building and landscape design with integrated public art that is developed with the community and overall project concept in mind.

Uptown Circle in Normal, IL provides seating, shade, and open space that captures 1.4 million gallons of stormwater, reusing it for water features and irrigation.



A landscaped plaza in Harbor Square in Bainbridge Island provides pedestrian access that weaves together open spaces and connects residents with open space.



L3

INTEGRATE SUSTAINABLE FEATURES INTO THE LANDSCAPE AND MAKE THEM VISIBLE WHEREVER POSSIBLE

Intent

Sustainable landscape design helps build a network of productive ecosystems that promote local biodiversity, water and energy conservation, and provide a natural experience for the public in the built environment. Human-made landscapes in Bainbridge Island should strive to conserve water and material resources, support healthy and porous soils, and reduce the need for fertilizers and pesticides that damage natural ecosystems.

- a. Promote water conservation with landscape design that prioritizes native and/or drought tolerant species.
- b. Use plantings to provide shade and buffer from wind exposure.
- c. Locate trees to provide shading of paved surfaces and reduce heat island effect
- d. Accommodate planting space for trees where there is not enough space for trees in the right-of-way.
- e. Use local, low-impact, recycled, or sustainably sourced materials and/or repurpose non-hazardous waste materials in the landscape.
- f. Utilize vegetative roofs to mitigate stormwater, grow food, provide habitat, reduce heat island effect, improve views and air quality.
- g. Design landscape to absorb and reduce particulate matter.

Thornton Creek Water Quality Channel in Seattle is a water treatment facility and public open space that connects the surrounding community while restoring the environment.



The Stack House in Seattle integrates green roofs, captured stormwater, and salvaged materials from historic buildings on site to create a pollinator-friendly pedestrian route.



L4

INTEGRATE AND HIGHLIGHT GREEN INFRASTRUCTURE PRACTICES

Intent

Landscape design is expected to embrace hydrological functions and reduce the impact of development with green infrastructure. Green spaces offer opportunities for water treatment, infiltration and storage on developed sites in order protect water quality, relieve the burden on stormwater infrastructure, and reduce water use and heating and cooling costs.

- a. Preserve or restore hydrological functions of the natural landscape, improving stormwater quality through sustainable landscape and civil design practices including stormwater retention and infiltration where appropriate.
- b. Use green stormwater infrastructure (GSI) strategies to reduce flooding by slowing and reducing stormwater discharges.
- c. Include vegetative roofs and permeable paving for on-site stormwater management.
- d. Capture rainwater for reuse for irrigation.

Residential entries at the Expo in Seattle are lined with rain gardens that reduce development impacts while creating a balance of private, semi-private and public spaces.



Redmond's Central Connector captures and treats runoff from a 250-acre area downtown with sustainable landscaping that helps create a distinct public space.



L5

SUPPORT HEALTHY HABITAT IN THE LANDSCAPE

Intent

Supporting and creating habitat strengthens a network of ecologically productive landscapes. Designing landscapes that are well adapted to unique microclimates of a project can help provide natural food sources and cover from predators and inclement weather and mitigate the effects of human disturbance on wildlife populations.

- a. Preserve large trees and other significant existing vegetation that contributes to larger biological and ecological systems.
- b. Design plantings to support stormwater retention, infiltration and aquifer recharge.
- c. Promote biodiversity through plantings that attractive to birds, pollinators and other wildlife.
- d. Prioritize low maintenance, drought resistant native plantings.

Hawley Cove Park in Bainbridge Island protects native forest and wetland that provide rich wildlife habitat and connect to other natural shoreline areas.



This house on Whidbey Island uses a sustainable approach to site impact and visual character through rainwater reuse, native vegetated roof, and contextual ecological habitat.



L6

PRESERVE AND ENHANCE IMPORTANT VIEWS AND VIEW CORRIDORS

Intent

For some sites in Bainbridge Island, views of the water, mountains and forested areas are defining features. Landscape design should be sensitive to existing view corridors, take advantage of views, and reinforce visual connections with the public realm.

- a. Preserve existing views and view corridors, locating new trees to frame, focus and/or complement views and view corridors.
- b. Take care to prevent view blockage from the public realm, using lower scale plantings where appropriate and pruning existing trees with best practices of limbing-up rather than topping.
- c. Design landscaped areas to complement territorial views, using vegetated roofs where appropriate to mitigate views of roofs.
- d. Locate streets to capture distinctive views and create new viewpoints.

Eagle Harbor Waterfront Park provides waterfront access and views from trails and gathering spaces while retaining existing trees and using low-lying native plantings.



DATA 1 in Seattle complements and highlights views under the Aurora Bridge with lower scale plantings and careful placement of trees and light fixtures.



5

STREET TYPES & FRONTAGES

Introduction

Each public street in Bainbridge Island has a distinct character that is defined by the configuration of the right-of-way and the building frontages, public and open spaces and landscape that form the edges of each street. This section focuses on improvements related to new development or redevelopment that shape the pedestrian realm and the buildings that contribute to a distinct streetscape, and together reflect a desired future state for the street. It is intended to inform design decisions on-site and in the public right-of-way that contribute to the character and experience of the streetscape.

Key streets on the island are categorized into street types that are not defined by the same conditions, but share a similar vision and raise similar design considerations. Each street type defines common characteristics and guidelines that offer design direction and align with the vision for these streets. The street types regulate building orientation and façade design through specific building frontage typologies that are permitted only on certain street types. These building frontages outline how buildings should relate to each street and contribute to the public realm through greenery, public spaces, and entries consistent with the character of each street type.

STREET TYPES

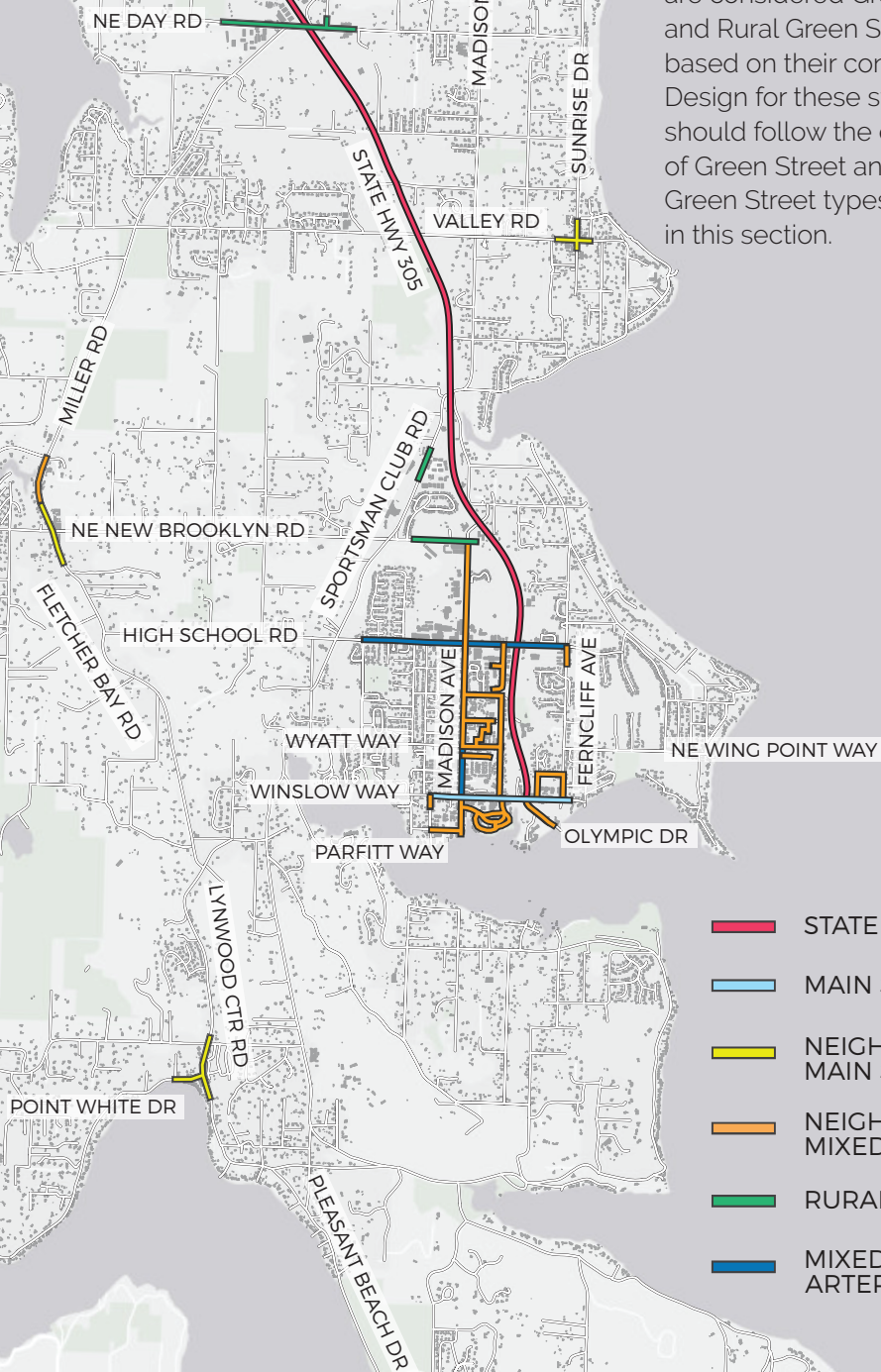
- 1 State Route
- 2 Main Street
- 3 Neighborhood Main Street
- 4 Neighborhood Mixed Use
- 5 Mixed Use Arterial
- 6 Rural by Design
- 7 Green Street
- 8 Rural Green Street

FRONTAGE TYPES

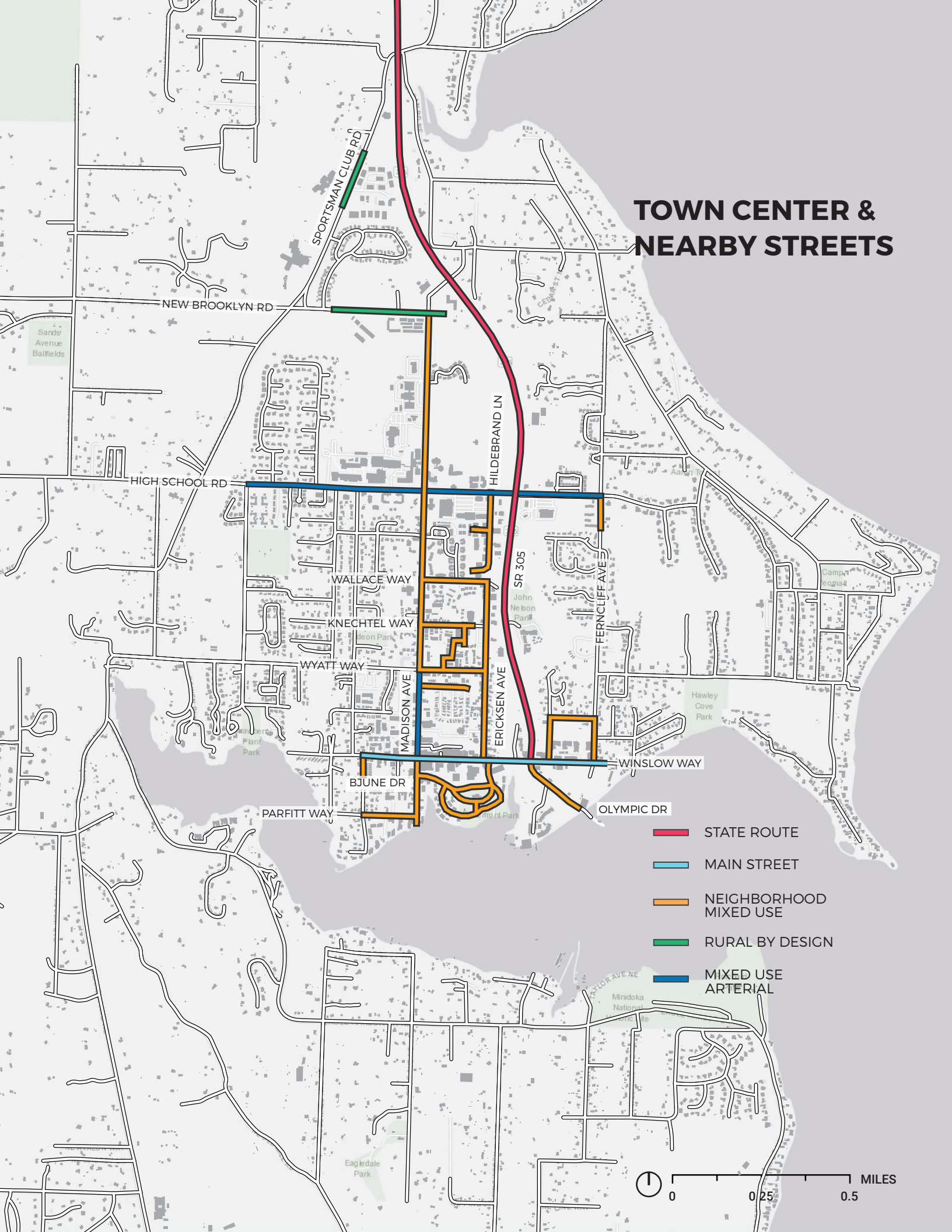
- 1 Linear / Storefront
- 2 Landscape
- 3 Plaza
- 4 Forecourt
- 5 Stoop / Terrace
- 6 Vegetated Buffer
- 7 Parking

Street Types

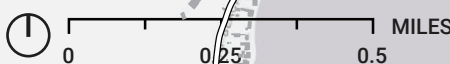
This map shows the assigned street types for sections Bainbridge Island's major thoroughfares. Streets without a type designation are considered Green Streets and Rural Green Streets based on their context. Design for these streets should follow the examples of Green Street and Rural Green Street types included in this section.

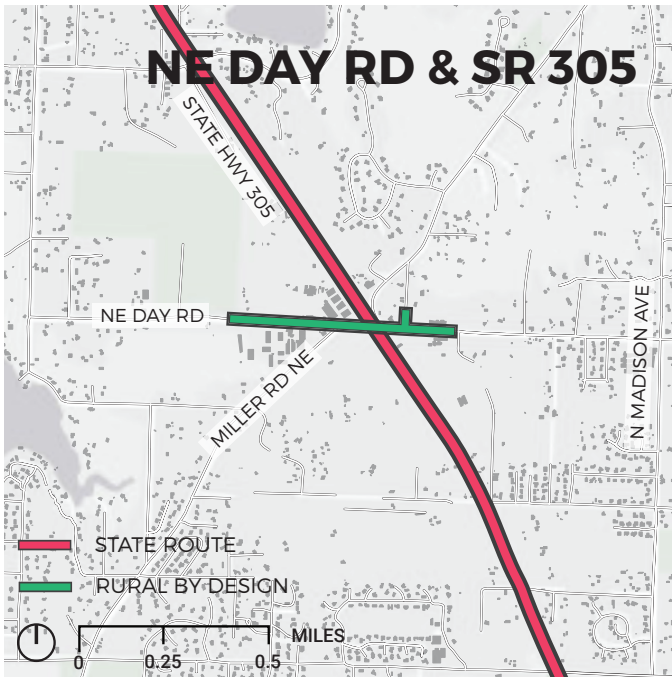


TOWN CENTER & NEARBY STREETS



- STATE ROUTE
- MAIN STREET
- NEIGHBORHOOD MIXED USE
- RURAL BY DESIGN
- MIXED USE ARTERIAL





1

STATE ROUTE



CHARACTERISTICS

- a. Lane configuration per WSDOT
- b. No pedestrians or activation at edge
- c. Limited access

GUIDELINES

- a. Minimize direct access from private property
- b. Support off-road trail system
- c. Restore native vegetation
- d. Preserve and enhance Pacific Northwest forested character
- e. Conform with state signage laws
- f. Minimize site disturbance

2

MAIN STREET



CHARACTERISTICS

- a. On-street parking
- b. Wide sidewalks
- c. Building to property line
- d. Many glazed storefronts
- e. Varied architectural style
- f. Pedestrian through-routes
- g. Fine-grained scale

GUIDELINES

- a. Encourage activation of street frontage
- b. Encourage through-routes
- c. Integrate landscape and public art

3

NEIGHBORHOOD MAIN STREET



CHARACTERISTICS

- a. Walkable neighborhood node
- b. Sidewalk or other dedicated pedestrian facilities

GUIDELINES

- a. Develop on-street parking
- b. Activate the street with pedestrian oriented street level uses such as storefronts, restaurants, galleries etc.
- c. Activate area between buildings and right-of-way with seating, art, gardens
- d. Encourage sidewalks or other high quality pedestrian facilities

4

NEIGHBORHOOD MIXED USE



CHARACTERISTICS

- a. Lower traffic volume
- b. Typically walkable/bikeable route to access the downtown and ferry
- c. Varied building frontage types
- d. Generally landscaped edges

GUIDELINES

- a. Infill or add to pedestrian and bike connections
- b. Provide a landscaped setback to buffer residential uses
- c. Enhance the varied character

5

MIXED USE ARTERIAL



CHARACTERISTICS

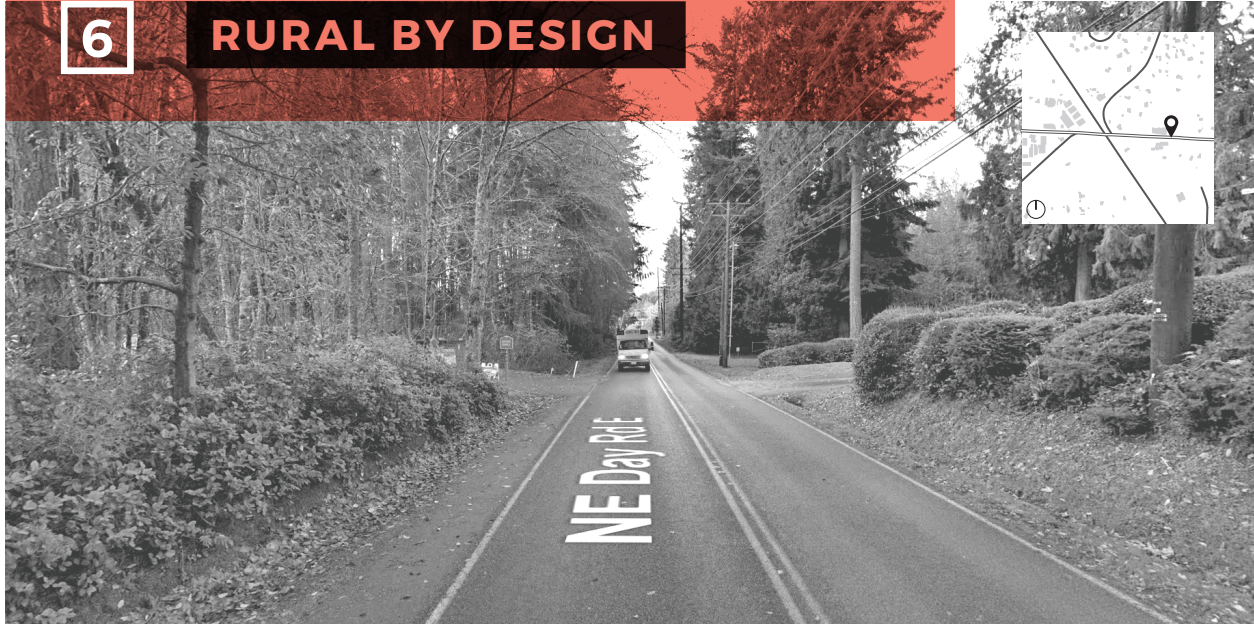
- a. Arterial level street capacity
- b. Varied land uses
- c. Varied edge conditions

GUIDELINES

- a. Provide landscaped setback to buffer residential uses
- b. Provide, curb, gutter, sidewalk bike lane
- c. Minimize curb cuts
- d. Create on-street parking where appropriate

6

RURAL BY DESIGN



CHARACTERISTICS

- a. Pedestrian shoulder or trail wherever possible
- b. Green edge conditions
- c. Narrow travel lanes

GUIDELINES

- a. Retain green edge conditions and character
- b. Protect or create swale drainage
- c. Retain pedestrian shoulder or trail wherever possible
- d. Maintain native vegetation

7

GREEN STREET



DESCRIPTION

The green street is intended to serve as a model for interior streets as part of subdivisions and larger commercial developments in commercial, industrial, mixed use and urban residential districts. It is not a designation for existing public streets, but included to guide street design as part of new development.

The examples on the following page show the application of Green Street guidelines for different types of roads, and accessways.

GUIDELINES

- a. Minimize impervious cover and consider permeable paving
- b. Integrate stormwater infiltration and retention into landscaped areas
- c. Use curb alternatives to channel runoff into landscaping
- d. Keep traffic speeds low with narrower travel lanes.
- e. Emphasize pedestrians and open space as part of a shared space
- f. Minimize paved area with shared driveways, access and parking areas.
- g. Use trees to transpire water and mitigate heat island effects

EXAMPLE: SHARED STREET



Heavily landscaped shared pedestrian, bike, and vehicle street with large rain gardens and infiltration areas, and curb alternatives that channel stormwater into drainage and landscape areas

EXAMPLE: SHARED ALLEY ACCESS



Internal garage access via a shared alleyway with distinct paving and substantial rain gardens without curbs or with gaps in curbs and grading to direct runoff into landscape areas.

8

RURAL GREEN STREET



DESCRIPTION

The rural green street is intended to serve as a model for interior streets as part of subdivisions in non-urban residential districts. It is not a designation for existing public streets, but included to guide street design as part of new development.

GUIDELINES

- a. Minimize impervious cover and consider permeable paving
- b. Create a soft edge along the street and direct runoff into landscaped areas
- c. Mitigate erosion along slopes and banks with vegetation and permeable stone fill
- d. Integrate stormwater infiltration and retention into landscaping
- e. Create a comfortable walking environment with lower traffic speeds
- f. Use trees to transpire water and mitigate heat island effects

Building Frontages

Each street type is associated with a set of building frontages that would be permitted along streets of that type. Permitted frontage types for designated street typology, and the setbacks for each frontage type are shown in Table 1 below.

Each building frontage specifies an appropriate setback that applies across all street types. **On designated streets these required setbacks will supersede setback requirements contained in the Bainbridge Island Municipal Code.**

TABLE 1:

PERMITTED FRONTAGES BY STREET TYPE & SETBACKS

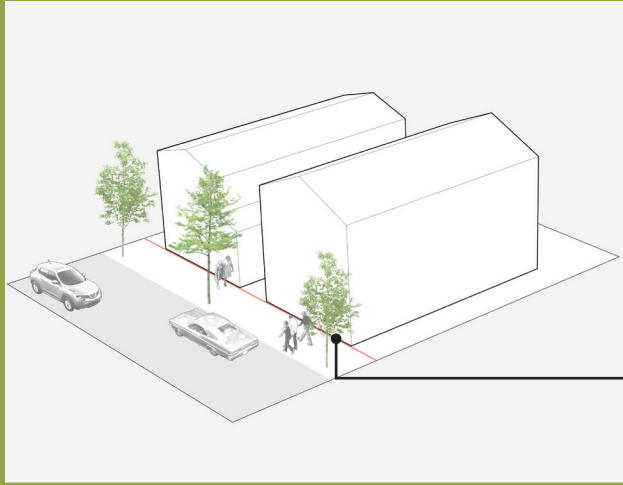
	LINEAR / STOREFRONT	LANDSCAPE	PLAZA	FORECOURT	STOOP / TERRACE	VEGETATED BUFFER
STATE ROUTE						✔
MAIN STREET	✔		✔	✔		
NEIGHBORHOOD MAIN STREET	✔		✔	✔		
NEIGHBORHOOD MIXED-USE	✔	✔	✔	✔	✔	
MIXED-USE ARTERIAL	✔	✔	✔	✔	✔	
RURAL BY DESIGN		✔				✔
SETBACK BY FRONTAGE	0 FT	10 FT - 20 FT	10 FT - 20 FT	0 FT	5 FT - 15 FT	25 FT - 50 FT

COURTYARD WIDTH: 10 FT - 30 FT

COURTYARD DEPTH: 10 FT - 30 FT

1

LINEAR / STOREFRONT

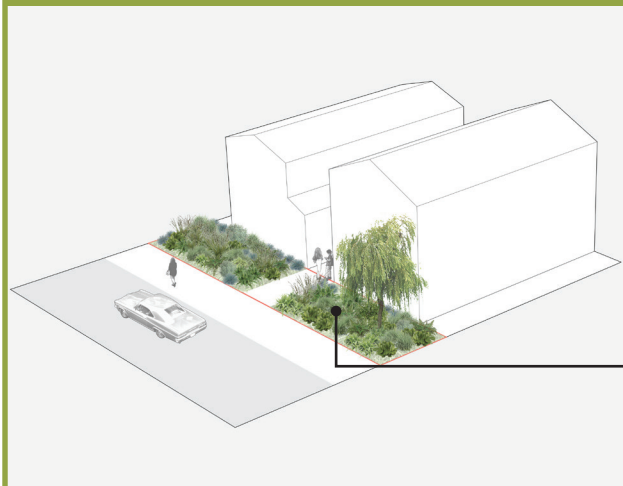


The linear or storefront building frontage has no setback from the right-of-way. It is the primary building frontage for pedestrian-oriented retail streets and is appropriate for active ground floor uses as part of non-residential or mixed-used development.

SETBACK: 0 Feet

2

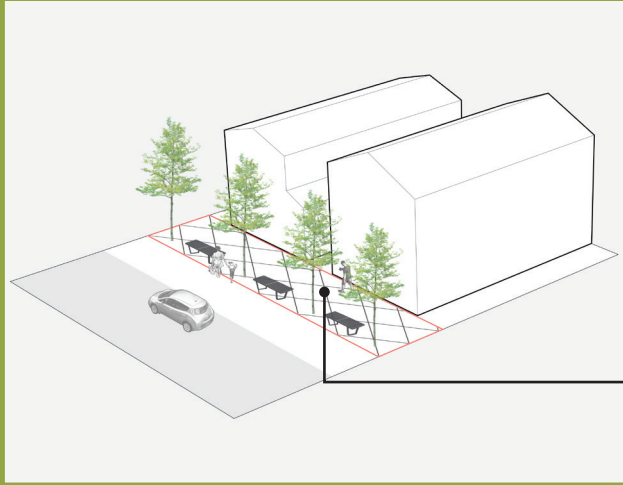
LANDSCAPE



The landscape building frontage includes a landscaped setback between the building and the right-of-way. This frontage type is permitted on mixed-use and residential streets and is appropriate for office and residential uses particularly when on the ground floor.

SETBACK: 10 - 20 Feet

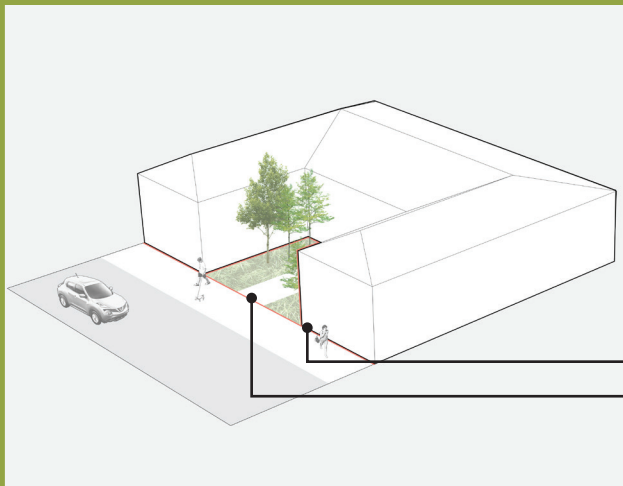
3 PLAZA



The plaza building frontage includes a pedestrian-oriented public space in the setback between the building and the right-of-way. This frontage type is permitted on retail and mixed-use streets and is appropriate for active uses such as retail, dining or civic and cultural uses. The plaza must contribute to and welcoming streetscape, and should support human activity, with amenities such as seating, outdoor dining and activation.

SETBACK: 10 - 20 Feet

4 FORECOURT



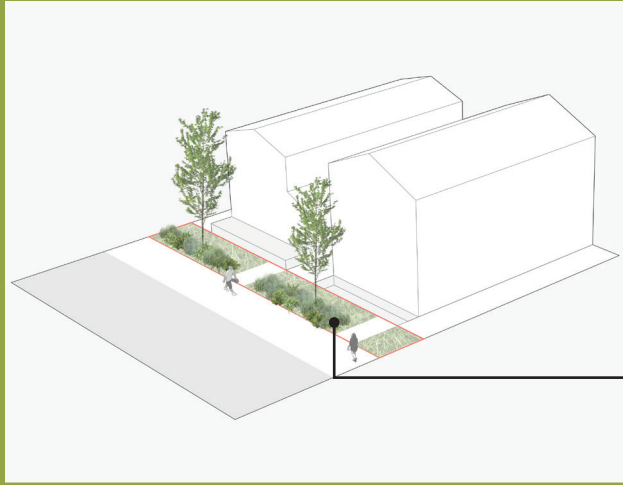
The forecourt building frontage has a defined open or public space at the entrance along the right-of-way. This frontage type is permitted along retail and mixed-use streets and is appropriate for a wide range of land uses and mixed-use development.

SETBACK: 0 Feet

COURTYARD: 10 - 30 Feet Depth
10 - 30 Feet Width
Must contain primary building entrances and open onto the primary public street

5

STOOP / TERRACE



The stoop / terrace building frontage includes a landscaped setback from the right-of-way that accommodates a porch, stoop or terrace at the building's primary entrance. This frontage type is permitted on mixed-use and residential streets and is appropriate for residential and non-retail commercial uses.

SETBACK: 5 - 15 Feet

6

VEGETATED BUFFER



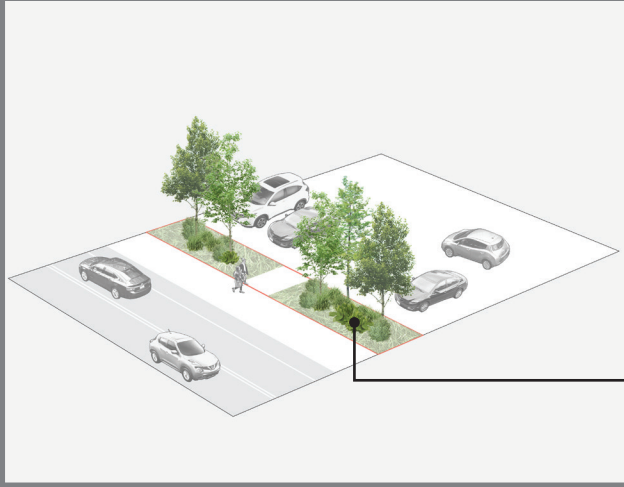
The vegetated buffer building frontage uses a deep setback to screen development from the right-of-way. This is the only frontage type permitted on SR 305, where access is limited, and it also appropriate for light industrial and inactive non-residential uses on Rural by Design streets. Vegetated buffers can be either natural, where vegetation has arisen naturally or deliberately landscaped to provide an effective screen where there is little natural context.

SETBACK: 25-50 Feet

NATURAL: Preserve or restore native vegetation consistent with conditions and species nearby.

LANDSCAPE: Create a landscaped screen with trees and understory plantings that are native or drought tolerant and compatible with the local microclimate.

PARKING



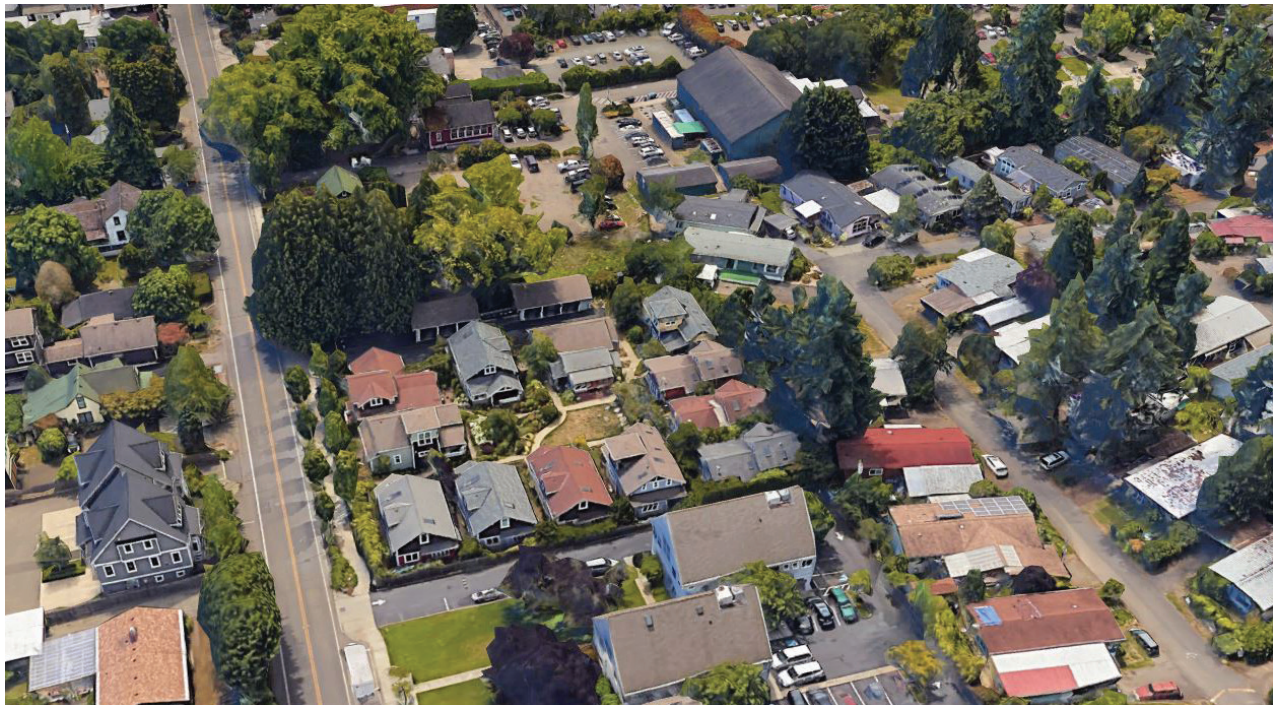
The parking frontage is the only frontage type with parking along the right-of-way. This frontage type is permitted only as an interim condition, where other frontages may be infeasible with parking requirements where a departure may be necessary. A landscaped area with trees and understory plantings is required between the right-of-way and the parking area.

SETBACK: 10 Feet Minimum

6 SUBDIVISION GUIDELINES

Introduction

The subdivision guidelines, in addition to other relevant standards and guidelines in *Design for Bainbridge*, support implementation of the City's subdivision standards contained [BIMC 17.12](#). The subdivision guidelines provide additional guidance and flexibility in meeting the subdivision standards based on the site and surrounding context.



TOPIC	GUIDELINE
ISLAND CHARACTER	Intent: Preserve and maintain Island character. Guideline: Subdivisions should advance <i>Design for Bainbridge's</i> values and guiding principles and reflect the special character of the island which includes downtown Winslow's small town atmosphere and function, neighborhood centers, 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/or enhance the context provided by existing roadway character and neighboring properties. Guideline: Site design should be informed by the context analysis and 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.
NATURAL AREA	Intent: To incorporate forested and/or other natural areas into site design in such a way that ecological and aesthetic integrity, qualities, and values are preserved or restored. Guideline: The required natural area shall 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.
NATURAL SITE CONDITIONS	Intent: To preserve and integrate existing natural site patterns and features throughout the site. Guideline: Site development should be designed to preserve and integrate the natural conditions of the site, including existing topography, native trees and vegetation, drainage patterns, and ecological features based on an inventory and analysis of existing conditions. Homesite and infrastructure placement should complement natural topography and retain native vegetation to the maximum extent feasible.

TOPIC	GUIDELINE
HISTORIC AND CULTURAL RESOURCES	Intent: To preserve important historic and cultural resources. Guideline: Site design should maximize opportunities for preserving historic and cultural structures, and retain historic landscape features and connections
STORMWATER	Intent: Integrate stormwater facilities in site design with emphasis on infiltration and dispersion practices Guideline: Stormwater facilities should 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.
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.
WATER CONSERVATION	Intent: To protect the Island's finite groundwater resources and adapt to the impacts of a changing climate. Guideline: Water conservation measures shall be considered in site design including use of native and drought tolerant vegetation, rainwater capture, and water reuse.
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.
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: The preferred design for homesites is to cluster them and, to the extent feasible, to locate infrastructure efficiently to maximize the undeveloped area.

TOPIC	GUIDELINE
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.
ACCESS AND CIRCULATION	Intent: To provide a practical and pleasant network of multi-modal circulation. Guideline: Pedestrian and bicycle connections to various parts of the development, the surrounding road or trail network, and adjacent parcels should be included in site design. Where possible these connections should take advantage of significant views.
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 should consider shared driveways, minimum road widths, traffic calming measures such as Woonerfs and chicanes, and shared or clustered parking areas or structures.
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.
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.
FACING PUBLIC STREETS	Intent: To reinforce neighborliness of homes along a public street. Guideline: Houses along interior 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.

7 SUPPLEMENTAL GUIDELINES

Introduction

The supplemental guidelines are intended to address specific conditions of the site and surrounding context that require additional design guidance to ensure compatibility of new development. These conditions include larger sites (over 1 acre in size), historic places, and civic uses that each present unique design challenges and opportunities. New development and redevelopment that include these specific conditions are required to conform to the design Design Standards and Design Guidelines in this section in addition to those outlined earlier in this document.



Larger Sites

Intent: To develop larger sites (1 acre or larger) to fit within the surrounding context and reinforce desired patterns of development including street typologies, frontage types, and minimizing the visual and physical impact of parking on the public realm.

1 Design the site by clustering buildings and arranging them with frontages on public streets, public spaces, or open space.

- a. Design the site so buildings front on a public street.
- b. Design the site with buildings fronting on a public space with a variety of activities and functions.
- c. Design the site with buildings fronting on public or semi-public open space with human-scaled design elements.

Shopping center retail in University Village in Seattle is oriented toward public spaces and streets with human scale design and pedestrian amenities



2 Design sites to minimize the visual impact of parking on the public realm

- a. Parking is not visible from the public realm.
- b. Use landscaping to buffer and minimize the visual impact of parking.
- c. Locate parking under the building.
- d. Provide on-street parking on public streets.
- e. Provide a series of smaller groupings of parking to minimize the visual and functional impacts.

Parking in University Village is located in screened parking structures with active uses at the base



Historic Places

Intent: To ensure that new and infill development are compatible with historic areas, sites, and buildings on the Island. Historic properties are those with structures that are 50 years older and would be eligible for the national, state or local register of historic places, or sites that are listed on those registers.

1 Design the site, building(s), and landscape to be compatible with historic buildings without directly mimicking historic architectural styles.

- a. Use site design, massing, height and rooflines, pedestrian entrances, materials and colors to complement historic places.
- b. Design sites and buildings in historic areas to meet the Secretary of the Interior's standards for modifications to existing historic buildings and infill development.
- c. Design buildings to be consistent with the scale of nearby historic buildings or districts based on the context analysis.
- d. Protect the context of historic buildings by considering the historic landscaping that contributes to the setting.



A new building in Rolling Bay complements the scale and architecture of the historic Bay Hay & Feed.

2 Maintain the historic integrity of buildings over 50 years old listed or eligible for the national or local register of historic places.

- a. Minimize alterations to historic buildings and properties that are inconsistent with the original design of the building.
- b. Restore buildings to their original historic design elements when previously altered.

Reference the City of Bainbridge Island's website for historic listings on the local and state registers: [HERE](#)



A conversion of a historic guardhouse in Fort Ward retains the historic facade and detailing of the original building.

Civic Uses

Intent: The design of civic uses and public spaces should be prominent, highlight their unique role in the community and reflect local values and civic identity. Civic projects should maximize opportunities for public benefits through integrated design.

1 Design civic uses and sites to reflect and contribute to their function and role in the community while being clearly identifiable as a civic use.

- a. Locate civic uses in prominent locations (such as in Downtown Winslow), and design them to serve as landmarks unless their use and function warrants another location.

City Hall, located in Downtown Winslow, is a clearly identifiable public building with glazing and a clear public entrance along Madison Ave.



2 Design civic sites and buildings to serve multiple functions such as public space, community gatherings, public art, and other compatible uses.

- a. Civic uses may use unique frontage types to highlight uses, and public amenities with larger open spaces, gardens, art and other elements between the street and the building.
- b. Integrate public open space in the design of civic sites including plazas, parks, seating areas, natural areas, and other amenities.

The Historical Museum offers a gathering space and a place to interact with parts of the Island's history.



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DESIGN FOR BALNBRIDGE

DESIGN REVIEW
MANUAL