

PLANNING COMMISSION REGULAR MEETING

AUGUST 14, 2014

DISCUSSION ITEMS

1. CALL TO ORDER – AGENDA REVIEW – CONFLICT DISCLOSURE
2. COMPREHENSIVE PLAN UPDATE
 - PROCESS FOR UPDATING THE COMPREHENSIVE PLAN
3. NEW/OLD BUSINESS
4. COMPREHENSIVE PLAN UPDATE (CONTINUED)
 - CONSIDERATION OF THE PUBLIC PARTICIPATION PROCESS
5. PUBLIC COMMENT
6. ADJOURN

1. CALL TO ORDER – AGENDA REVIEW – CONFLICT DISCLOSURE

The regular meeting of the Bainbridge Island Planning Commission was called to order at 7:02 PM.

Commissioner Kriegh was absent and excused. Planning Director Kathy Cook monitored the recording of the meeting. Court Clerk Deborah Rose prepared the minutes. There were no conflicts of interest and no additions to the agenda.

2. COMPREHENSIVE PLAN UPDATE 7:03 PM

- **Process for Updating the Comprehensive Plan**

Planning Director Kathy Cook gave a brief presentation on the Comprehensive Plan Update process. Her remarks included the following:

- The Plan is required under the Growth Management Act (GMA) to provide the framework for how a community grows and what values to protect.
- There are seven required elements (chapters) for Comprehensive Plans:
 1. Land Use
 2. Housing
 3. Capital facilities
 4. Utilities
 5. Transportation
 6. Economic
 7. Shoreline
- Bainbridge Island also has five optional elements:
 1. Water resources
 2. Non-motorized transportation
 3. Human Services
 4. Cultural
 5. Environmental.
- Bainbridge has two sub area plans – the Winslow Master Plan and the Lynwood Center Plan.
- The GMA requires jurisdictions to conduct periodic reviews of their Comprehensive Plan. The City's last update was in 2004 and the next update is due June 30, 2016.
- There are four tasks the City must do:
 1. Establish an "early and continuous" public participation program.
 2. Review relevant plans and regulations for consistency with the GMA.
 3. At the end of the process the City has to adopt the amendments by ordinance.
 4. Send formal notice of intent to adopt provisions to the State 60 days before taking legislative action and then send final ordinance to the State within 10 days after adoption.

Ms. Cook explained that City should first focus on the public participation program (PPP).

- The PPP should identify procedures and schedules; techniques and tools to use and with a timeline; identify the scope of the review; and provide broad notice of the update process.
- The State recommends that the participation plan be adopted by City resolution.

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- The public participation program should be adopted and in process by the end of 2014.
- We should start thinking about the most effective ways to get the word out, using both traditional methods and newer social media methods.

Ms. Cook spoke briefly about the scope of the Comp Plan Update, noting that it must include at a minimum some State requirements:

- We must evaluate whether the Comp Plan or development regulations must be revised to ensure consistency with the GMA, including whether there have been any amendments to the GMA that need to be reflected through Comprehensive Plan amendments.
- We need to analyze whether we have zoning capacity to absorb what future population projection is going forward 20 years.
- We are required to review the Critical Areas Ordinance to make sure that it reflects best available science.

3. OLD/NEW BUSINESS 7:28:00

At the request of Commissioner Lewars who had to leave early, the Commission considered nominations for Chair/Vice Chair of the Commission. Mack Pearl was elected unanimously as Chair for the term ending June 30, 2015, and Kate Kelly was elected unanimously as Vice Chair.

4. COMPREHENSIVE PLAN UPDATE (CONTINUED) 7:29:10

Commission discussion included the following:

- Role of City Council in relation to resources to assist with the update.
- Money available in the budget to enable the use of professional services to help with public participation process.
- Director Cook and Planner Sutton will staff the project, with other staff contributing as necessary.

Ms. Cook then explained that the staff thinks it would be important to have an Ad Hoc committee to guide the update process, possibly comprised of three Planning Commissioners and three City Council members. This approach was used both for the Land Use Code Update and SMP Update processes. The Council will be discussing creating a Comp Plan Ad Hoc Committee at the Council meeting on August 18. If the Planning Commission concurs with creating an Ad Hoc Committee, Ms. Cook said that they forward a recommendation to this effect to the Council.

MOTION: *I make a motion that we agree with the notion of setting up a joint Planning Commission – City Council Ad Hoc Committee as we move into the update on the comp plan.*

QUITSLUND/KELLY – *Motion carried unanimously. 7:35:00*

Commissioners Gale, Lewars and Quitslund volunteered to serve on the Ad Hoc Committee if it is appointed by the Council.

Commissioner Lewars left the meeting at 7:38 om.

5. PUBLIC COMMENT 7:39:00

Melanie Keenan, spoke to the importance of recognizing that as a sole-source aquifer, the island is 100% dependent on groundwater—how does this relate to GMA requirements? This should be considered in the Comp Plan Update; perhaps there should be a Water Committee.

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Ron Peltier, referred to attending the Comp Plan 101 workshop and his concerns regarding growth allocation and whether targets are too high. There are limits to how much growth the community can accommodate and still live reasonably and the growth allocations are not set in stone. He also spoke to the Comp Plan and elements that could be added to it, for example a Sustainability Element. He questioned how well current regulations implement the Comprehensive Plan and advocated for a dual process in which revisions to development regulations are considered at the same time the Comp Plan is reviewed.

Commissioner Gale commented that instead of a separate Sustainability Element, perhaps all the various elements should be looked at through a “sustainability lens” so that sustainability concepts are embedded throughout the Comp Plan. Commissioner Gale also discussed setting up a “parking lot” of issues that aren’t adequately codified, or need to be codified, so that these items don’t get lost.

Debbie Vann said there was a basic problem in previous processes in which City officials formed isolated committees with little opportunity for the public to interact. This process needs to be different. All material should be available to everyone, on line. Everyone should be equal at public meetings with equal opportunity to speak, not just in formal public comment periods. Communication should be interactive. The Comp Plan Update should be designed to take advantage of local expertise. She noted that at Comp Plan 101 Workshop the consultant Joe Tovar recommended a parallel process of updating code along with Comp Plan policies.

Barbara Sacerdote, Executive Director of the Bainbridge Arts and Humanities Council, spoke to the Cultural Element of the Comp Plan and its importance. BIAHC would like to be part of the process.

Chiara D’Angelo, a recent Bainbridge High School grad, suggested reaching out to the low income community of Bainbridge as well as citizens who use Helpline House, Housing Resources Board and other agencies.

Chris Snow of the Bainbridge Community Foundation, spoke to the important of the Human Services and Cultural Elements, and urged the Commission to seek participation from resources in the community, such as the School District, Parks District and non-profits.

Kat Gjovic, Sustainable Business Network, said they would like to be involved in reviewing the Economic Element and spoke of the need to have a strong inspiring vision statement about what we want to look like and what we want to achieve. She commented that sustainable businesses are integrally related to the Land Use Element.

Charles Schmid said the decision-making process should consider, “What does the community want?” and “What’s changed, what’s the same, where do we want to go?” He said we need as many facts as possible, including demographics.

Brenda Padgham, Conservation Director, Bainbridge Island Land Trust, offered assistance as the City goes through process and in particular regarding natural resources and protection efforts.

Debbie Vann, said the Land Use Code update was a great example of a good process.

Public Comment closed. 8:39 PM

Further Comments from the Commission and Director Cook:

- Commissioner Kelly commented on the parallel process idea.
- Commissioner Quitslund said we need multi-modal participation opportunities, with ways to participate and provide input without having to attend meetings.

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- Commissioner Quitslund said that perhaps the Cultural and Economic Elements should be looked at together.
- Director Cook will talk to Joe Tovar what other communities have done in terms of parallel review processes.
- Director Cook said a key piece is to look at what aspects of the Comprehensive Plan are the development regulations not implementing?
- Commissioner Gale suggested the City should think about coming up with its own sustainability impact assessment based on social, environmental and economic impacts of a particular project.

6. ADJOURN 8:54 PM

The meeting was adjourned at 8:54 PM.


Mack Pearl, Chair

Deborah Rose, Court Clerk