



CITY OF  
BAINBRIDGE ISLAND

**Steering Committee -  
Winslow Subarea Plan Update &  
Comprehensive Plan Periodic Review  
December 12, 2024  
3:30 – 5:00 PM  
City Council Conference Room, 280 Madison Ave N  
Bainbridge Island, WA 98110**

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Meeting of the Steering Committee Overseeing the  
Winslow Subarea Plan Update and the Comprehensive Plan Periodic Review

December 12, 2024

City Council Conference Room

<https://bainbridgewa.zoom.us/j/85074579238>

*This meeting will be recorded.*

#### **AGENDA**

##### **Meeting Topics:**

1. Roles and Meeting Ground Rules
2. The Year in Review and A Look Ahead for 2025: Public Outreach and Engagement on the Winslow Subarea Plan and the Comprehensive Plan periodic update.

**For special accommodations, please contact Planning & Community  
Development 206-780-3750 or at [pcd@bainbridgewa.gov](mailto:pcd@bainbridgewa.gov)**



Meeting of the Steering Committee Overseeing the Winslow Subarea Plan Update and the  
Comprehensive Plan Periodic Review

**Thursday, October 10th, 2024**

3:30 – 5:00 PM

Participants: Council members Jon Quitslund and Leslie Schneider; Planning Commissioner Sarah Blossom, Sean Sullivan (Zoom), and Peter Schaab (Zoom); Planning Director Patty Charnas; Senior Planners Jennifer Sutton and Peter Best; Facilitator Linda Paralez

### **Meeting Agenda**

1. Roles and Meeting Ground Rules
2. Review the September 12<sup>th</sup> Meeting Notes
3. Review and Discuss Open Houses at Neighborhood Centers, Day Road Industrial Center, and Bainbridge Island High School
4. Brief overview of summary report format for DEIS Public Comments
5. Next Steering Committee Agenda

The meeting began with a review of ground rules and the role of the steering committee, emphasizing its focus on community outreach and education.

The facilitator asked if there were any comments or questions about the meeting minutes from the September 12<sup>th</sup> meeting. There were none.

### **Overview of Open Houses Community Events**

The meeting continued with an acknowledgment of the hard work that has gone into public outreach efforts. Extensive outreach and engagement activities were conducted leading up to and throughout the comment period ending on October 10<sup>th</sup>. Two island-wide postcards were sent, the **City Connects** newsletter was distributed to all island residents, three email blasts were sent periodically, letters were sent to affected property owners and to those within 500 feet of the affected areas, legal notices were sent to the tribe, flyers were distributed, three videos were produced, presentations were made at the farmers market as well as roadshows, and open houses were held.

In total, there were 412 open house participants and staff dedicated approximately 190 hours to these events. The open houses presented information relevant both to the overall update and to specific topics pertinent to each center. The high school open house had approximately 150 attendees and was structured to guide participants through the event, with Q&A sessions to address questions. This event was designed to be accessible for both people working on the island and off the island. Free childcare was provided to facilitate attendance.

Steering Committee members had questions about whether the comments were helpful and aligned with what was expected. It was confirmed that the comments were on target, with lots of thoughtful contributions. Some comments were very detailed, contributing to over 800 pages of



comments. Steering Committee members also emphasized the benefit of having online comments which increased accessibility.

**Overview of summary report format for DEIS Public Comments:**

An overview of the process for summarizing public comments on the Draft Environmental Impact Statement (DEIS) was given. For instance, a two-page letter from a community member, marked as Comment #23, would be dissected by topics addressed within. Each topic is then cataloged individually into a comment summary and response matrix, allowing for traceability back to the original comment. This method reduces repetitive comments and allows comments to be sorted into common themes and topics that can be grouped together.

The next steps will be taking the collected feedback and synthesizing into a comprehensive package, including a comment and response matrix that highlights major themes, analyses, and potential trade-offs. This package will be presented to City Council.

The Council is then anticipated to provide policy direction which will guide the Planning Commission in developing the preferred alternative, including detailed maps, dimensional standards, and land capacity analysis crucial for understanding implications on housing and employment. During this time there will be public hearings by the Planning Commission. The preferred alternative will then go back to the City Council for consideration and approval with an additional public hearing.

Steering Committee members raised questions regarding the specificity of the comment and response matrix and emphasized the importance of analyzing the data. Steering Committee members also emphasized the importance of continuing to educate the public.

**Steering Committee Agenda:**

The next Steering Committee meeting is scheduled for November 14<sup>th</sup>, emphasizing the committee's purpose, role, and strategies for continued engagement.

Steering Committee members proposed an idea for continuing engagement through a personalized Q&A session to continue educating the community throughout the project.

<b>Future Agenda Items</b>	
	Report on community DEIS outreach
	DEIS next steps