

PLANNING COMMISSION SPECIAL MEETING - MINUTES
OCTOBER 1, 2014 7:00-9:00 p.m.

1. CALL TO ORDER-AGENDA REVIEW-APPROVAL OF MEETING MINUTES-CONFLICT DISCLOSURE
2. PUBLIC COMMENT-OFF-AGENDA ITEMS
3. PUBLIC PARTICIPATION PROGRAM FOR 2016 COMPREHENSIVE PLAN UPDATE
 - REVIEW AND MAKE RECOMMENDATIONS TO CITY COUNCIL ON DRAFT PROGRAM
4. NEW/OLD BUSINESS
5. ADJOURN

1. CALL TO ORDER-AGENDA REVIEW-APPROVAL OF MEETING MINUTES-CONFLICT DISCLOSURE

The special meeting of the Bainbridge Island Planning Commission was called to order at 6:58 PM. Kate Kelly was absent and excused. Staff members present were City Manager Doug Schulze, Planning and Community Development Director Kathy Cook, Special Project Planner Jennifer Sutton and Community Engagement Specialist Kellie Stickney. Administrative Specialist Jane Rasely monitored the recording of the meeting and prepared the minutes. There were no conflicts of interest or additions to the agenda.

The meeting minutes for August 23, 2014 were approved.

***MOTION:** I move that we approve the minutes of August 23, 2014.*

***GALE/LEWARS:** The motion carried 6-0.*

The meeting minutes for September 11, 2014 were approved.

***MOTION:** I move that we approve the minutes of September 11, 2014.*

***GALE/LEWARS:** The motion carried 6-0.*

2. PUBLIC COMMENT-OFF-AGENDA ITEMS

No public comment for other agenda items.

3. PUBLIC PARTICIPATION PROGRAM FOR 2016 COMPREHENSIVE PLAN UPDATE

- REVIEW AND MAKE RECOMMENDATIONS TO CITY COUNCIL ON DRAFT PROGRAM

Jennifer provided a brief summary of the draft Public Participation Program (PPP) including changes since September 11th as well as rollup of two documents into one. The option to create citizen advisory committees as needed was made clear as well as the hope for a recommendation to Council on the draft program at this evening's meeting.

Joe Tovar was introduced as the consultant who designed the process diagrams in the PPP illustrating when and how the public will be able to participate in the Comprehensive Plan update. Mr. Tovar described the diagrams as a visual lesson in the sequence of events to help citizens understand the Comprehensive Plan process. He explained they did not include new information, just presented the information graphically. Mr. Tovar then addressed questions from the Planning Commission. The City may want to process some development regulations concurrently with Comprehensive Plan amendments while others may be set aside for review and/or processing at a later date. The update will be aligned with themes identified by Council during the budget process: Safe City, Healthy and Attractive Community, Green, Well Planned Community, Vibrant Economy, Reliable Infrastructure and Connected Mobility and Good Governance.

Commission discussion included the following:

- Importance of tapping into community expertise and talent.
- Role of the Steering Committee and how they will guide the process making recommendations, not decisions. Steering Committee will weigh the facts and public comments and give a recommendation.
- Recording public comments. All public comments will be recorded, but comments beyond the purview of Comprehensive Plan will not be included in the update but will be forwarded to pertinent departments or organizations (i.e., Park District, Fire District, etc) or may be categorized as "temporary moorage" for future City consideration.
- Change of wording from ad hoc committees "if needed" to ad hoc committee "as needed"

MOTION: *I move to re-word "if needed" to "as needed."*

QUITSLUND/GALE: *Motion carried 6-0.*

- Multiple tools will be utilized to keep public apprised of public comment meetings.
- Planning Commission members will facilitate six topical public comment meetings, but citizens not able to make a particular meeting can still have their comments recorded at any meeting they attend. City Council came up with the topic areas as part of the Priority Based Budget process.

Public Comment

Jacqueline Young is concerned that fact finding mission time is too short for collecting public information. Offers the following ideas about disseminating public comment times: ferry terminal booth, Winslow Way, library, mass mailing of tri-fold informational flyer to every resident. She would like to know if Council has approached businesses or non-profits for feedback, how much of current Comprehensive Plan has been realized and how much the City wants to take on. Additionally, she feels the Comprehensive Plan needs to be more specific about changes in the Island, both physical and citizenry.

Kellie Stickney stated some of these ideas are included in the plan. Ferry commuters will be informed and the City's website will have an interactive tool for public to use. There has already been outreach into the community at local harvest fair the past weekend where citizens were able to sign-up for listserv, etc.

Commissioner Pearl asks whether mailings have been considered.

Kellie states that mailings are not a cost effective method to reach people.

Commissioner Quitslund suggests including an insert in the Islander.

Young says we have a democratic process by giving a mailing to every resident.

Leif Utne proposed the idea of MetroQuest as a strong tool to provide public engagement of process. Stated it promotes public engagement and would enable quality input as well as quality data. Allows people to engage in visualization of what they would like to see in the future of Bainbridge. He feels there is a lot to gain from using a tool like this, including quantifiable data that is easier to process and an increase in the number of people that can participate. Mr. Utne responded to questions from the Planning Commission as to anonymity of data (can or cannot be anonymous) and that he anticipated the tool being used during visioning process. Concern was expressed by Planning Commission as to cost (\$12,000 (for 3 months of online tools plus additional \$1000 for first month of kiosk use with \$600 per month fee thereafter.) not being available in budget.

Kellie Stickney asked for contact information and said she would look into the cost and other cities' experience with MetroQuest.

Neal Mark proposed mailing information to everyone on the island to make sure everyone has been given information on the Comprehensive Plan Update. He is also uncertain as to how much work actually needs to be done because a lot of information that will be brought up is already in city code. He feels the weakest link

is at city hall when code compliance does not follow through with code violations referencing a letter he wrote to the Code Compliance Officer almost a year ago. He feels the rules are already in place to accomplish the City's goal/vision, but the weakest link is city hall where employees do not follow through.

Deborah D'Angelo shared her gratefulness for the first residents of the island and feels thankful she can voice her opinion. She says the process is not engaging to public and does not trust that public voices matter. The community needs to be expanded and monumental. She feels the City needs to tap into the incredible artistic and knowledgeable (members of the community) to form the plan and wants to make sure the human health services component are considered.

Debbie Vann referred to the previous speaker as someone who does not understand process and if a PhD on the commission also does not understand the process, something needs to be changed. How many people care deeply about what is going on, yet will come to public meetings? Public meetings are not the answer to getting public involvement. The City will be lucky to get 200 participants at meetings. Thinks City should consider MetroQuest or some sort of survey tool to engage more citizens.

Kellie Stickney mentioned that there is a plan to use an online survey tool.

Patty Dusbabek said that comments here (at the meeting) illustrate citizens do not feel as though they are being listened to. She feels City Planning is not following the current Comprehensive Plan. What is the point of an update if plans that are already put in place are not being followed? She feels that had the plan in place been followed, the Visconsi project would not have been approved.

Commissioner Quitslund responded that changes must be made in how the CP is implemented. The City can look back at lessons learned, opportunities missed and change going forward, but it needs the goodwill of citizens with a positive outlook to carry out the process. The Planning Commission and City Council would not have put forth such a scope of work if they did not want to move forward.

Ms. Dusbabek said there needs to be follow-through.

Commissioner Pearl responded that the City Code is the final word, not the Comprehensive Plan. Part of updating the Comprehensive Plan is to see if City Code needs to be changed.

Commissioner Quitslund said he is aware of voices across a broad spectrum of the community. He is concerned about all voices being heard and the Planning Commission is working hard to do this and just beginning to work. They need to trust in their goodwill, have real conversations and sort out what is important.

Commissioner Gale stated that they do listen and she has had dialogue with Ms. Dusbabek before during the agriculture working group portion of the code update.

Chris Snow congratulated the Planning Commission on the hard work to create the Public Participation Program (PPP). He had a question about icons on the bottom of page 3 and would like to know how to make sure the other five elements from the previous Comprehensive Plan are addressed as well as the seven required elements. He would like the Human Services and Arts Elements to be better because they are very important to the citizens and asked where the listening forums for these two areas are because people are going to wonder about them. He feels the list of outreach methods is terrific. He stated a significant portion of the island is not tech savvy so he appreciated there is provision to inform them via mail and phone.

Commissioner Lewars stated he appreciated Chris Snow's remarks and responded that moving beyond the seven required elements requires budgetary consideration and that is a big deal.

Ron Peltier stated there are ideals in the existing Comprehensive Plan that have not been implemented. It has not necessarily been intentional, the ideals are just vague. He feels the Comprehensive Plan should be more specific and a robust process that involves thoughtfully engaged citizens is needed. He would like to see all different interest groups together to integrate their ideas and ideals and thanks the Planning Commission and staff for their hard work.

Debbie Lester. Thanked the Planning Commission for their service and was excited to see diversity in the audience tonight. She showed a list of non-profit and other agencies that should have representation on the Steering and Ad Hoc committees. She referenced the synergy when these agencies enter into dialogue results in great ideas. Ms. Lester also endorsed MetroQuest as a great option for commuters, seniors and others who do not want to come out to public meetings at night.

Commissioner Thomas asked if there are plans for articles and advertisements.

Kellie Stickney responded affirmatively.

Commissioner Pearl asked about survey currently taking place.

Kellie Stickney stated the national citizen survey was completed a few weeks ago and the results can certainly feed the Comprehensive Plan Update process.

Commissioner Thomas asked who the survey was sponsored by. (National Resource Council)

There was further discussion about the scoping phase potentially lasting through March, more information coming from the City to flesh out the public information and if the public will be able to tell where there their interests will fit in. Varied methods of outreach at different times of day are great. Parallel process of updating City code during update process was discussed and that some code will need to be updated immediately due to state requirements and some will wait until the required components of the Comprehensive Plan Update have been completed. **Commissioner Kriegh** stated she would like to see a structure in place to track the code changes that should be made later. **Commissioner Gale** hoped the Steering Committee will make whatever public input process that happens a more interactive one between citizens and not just between individuals and the Planning Commission. She feels ideas are lost when this does not occur. She encouraged groups of citizens to get together and create dialogue resulting in ideas.

MOTION: *I move to recommend the Public Participation Program to City Council.*

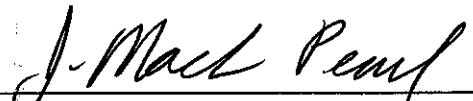
GALE/LEWARS: *Motion carried 6-0.*

Discussion ensued about the icons being confusing and that this is deliberate to get citizens to think differently. There is a document behind each icon and it is requested that the links to each be added to website for reference as well as sent to the Planning Commissioners. Commissioner Pearl promised citizens they that he and the other commissioners will listen to public comments.

NEW/OLD BUSINESS

There was not any new or old business.

MEETING IS ADJOURNED.



J. Mack Pearl, Chair



Jane Rasely, Recording Secretary