



**Steering Committee -  
Winslow Subarea Plan Update &  
Comprehensive Plan Periodic Review  
September 11, 2025  
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  
September 11, 2025

City Council Conference Room

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

*This meeting will be recorded*

## **AGENDA**

### **Welcome**

### **Steering Committee Roles and Meeting Ground Rules**

**Continued discussion per City Council Motion for the Steering Committee (July 22, 2025) :**

**ACTION:** *Directed that the Steering Committee be authorized to have an ongoing agenda item that is simply an open conversation between the representatives from the two bodies sitting on that body to discuss the status of the Comprehensive Plan and explore opportunities for cooperation between the bodies.*

### **Public Comment**

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

**Steering Committee Meeting Notes**  
**August 14, 2025**  
**Meeting called to order at 3:34 PM**

**Notes Review:**

Committee reviewed the meeting notes from the July 2025 meeting. City Councilmember Kirsten Hytopoulos requested more details be provided under each agenda item including actions taken, for clarity. She voiced concerns about creating an inaccurate record without context or details. She used the example of the Racial Equity Toolkit which has been reviewed but she expressed concern that nothing more has really been done with it nor has been directly involved with it. Beyond reviewing the Racial Equity Toolkit what is the involvement of the Steering Committee in its application?

**Race Equity Lens:**

Senior Planner Jennifer Sutton provided information that the Planning Commission has a Comprehensive Plan goal with related policies; they are reviewing with input from the Race Equity Advisory Committee. Additionally, the Planning Commission is reviewing the Guiding Principles with a race/equity lens. Planning Commissioner Peter Schaab related that he spoke with the Race Equity Advisory members on options to the term “small town feel.”

**Planning Commission:**

Director Patty Charnas provided an update on the Planning Commission meetings and said that the consultant, Joe Tovar, is making progress. There are challenges with finding space to hold additional meetings and scheduling Planning Commissioners for more meetings. Joe Tovar is crafting a workplan for the Planning Commission.

**Roles & Responsibilities:**

Councilperson Kirsten Hytopoulos said that she appreciates this structure/open communication of this Steering Committee meeting and having the ability to have free-flowing conversation about roles, responsibilities, and timelines.

Director Charnas floated the idea of asking City Attorney Jim Haney to speak to the Steering Committee regarding the recent Mercer Island Decision.

### **LMN Contract:**

Councilmember Jon Quitslund expressed concern about the LMN contract, LMN creating the narrative, and perceived wasted time with LMN. Jennifer Sutton provided more clarity on the scope of work with LMN, their tasks, and role, and drafting the contract to ensure efficiencies eliminating duplication of tasks. Councilmember Quitslund expressed concern that the Planning Commission was unnecessarily handling tasks better suited to LMN. Councilmember Leslie Schneider inquired about the availability of LMN to attend Planning Commission meetings and provide immediate answers/solutions to posed questions. She also inquired if any comparisons had been made with other municipalities. Transportation modeling is being handled by another consultant through Public Works and there is a coordination effort with that.

### **Elements of the WSP & Comprehensive Plan**

Councilmember Schneider inquired about what safeguards/processes would be in place to prevent undesirable uses in zoning districts. Planning Commissioner Sarah Blossom cautioned that too many expectations/obligations would prevent people from participating as well. There was a discussion about bonus incentives being crafted and how that could work.

Sarah Blossom voiced concerns regarding conflicts with the guidelines and the hearing board's interpretation, demonstrated capacity, the requirement to identify funding sources, and possibly dealing with an unfunded mandate.

Discussion about affordable housing, the availability of funds/sources, mostly available at the 0-30% level (the lowest income level) where there is the biggest concern. What standards will COBI be held to? What role will religious organization owned properties play in affordable housing? Senior Planner Peter Best said there is a serious issue with lack of affordable housing.

Councilmember Kirsten Hytopoulos related how nothing much has changed over the years, that we're going around in circles and that a certain amount of housing has to be built by the government. There's a tool that we're not finding. Councilmember Leslie Schneider inquired about what is the City's directive for the 30%, what can we do, and what would that mean?

Questions and discussion regarding what other cities included in their plans, what was approved and what may be denied? What will happen at the 5-year monitoring mark? Concerns expressed about disagreements among governing bodies and how to successfully navigate through that. What will be held accountable for?

Planning Commissioner Sarah Blossom – we may need to retool what we are doing. Why aren't we utilizing capacity on church-owned property? The number (goal) we were given is quite high at 1900. She also suggested that because BI Parks is also working on their comp plan that maybe we should work on our park zone first so that they have some idea of what to expect. And can we consider utilizing a park overlay zone and including the Land Trust? What is the possibility of BI Parks District utilizing some of their property for affordable housing, could they be included? What about the school district – they would like to build housing for their educational workforce?

Director Charnas - What about small lots that have been approved for septic? Possibly an opportunity to consider a conservation zone, health district allowances (affordable housing).

Planning Commissioner Sarah Blossom - Could consideration be given to having an agenda placeholder on the City Council agendas to relay the conversations to the City Council body what has been discussed at our Steering Committee meetings?

Peter Schaab – fees gradation based upon AMI (a work in progress)