



CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL STUDY SESSION
TUESDAY, JUNE 18, 2019**

MEETING MINUTES

1) CALL TO ORDER / ROLL CALL

Mayor Medina called the meeting to order at 6:02 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Schneider, and Councilmembers Deets, Nassar, Peltier and Tirman were present. Councilmember Blossom arrived at 6:03 p.m.

2) APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE

Deputy Mayor Schneider asked to add a discussion of the definition of committee versus task force in the Governance Manual and asked for additional time for item 5.B.

Councilmember Tirman asked to add a new item 5.G to designate a Council member to attend the Housing Kitsap Board meeting on June 25, 2019.

Councilmember Peltier moved and Deputy Mayor Schneider seconded to approve the agenda as modified. The motion was approved by unanimous consent.

Councilmember Blossom mentioned that she owns an Accessory Dwelling Unit but does not consider that a conflict of interest with item 5.D.

3) MAYOR'S REPORT

Mayor Medina mentioned a request for a letter in support of funding for Kitsap Transit and a letter relating to Housing Kitsap.

Mayor Medina noted that the new Housing Kitsap item should appear as item 5.A. Councilmember Tirman moved and Councilmember Deets seconded to approve the amendment to the agenda. The motion was approved by unanimous consent.

4) PRESENTATIONS

4.A Fire Code Revisions - Utility Advisory Committee (UAC) Recommendations - Public Works

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UAC Fire Code Impact Memo 5-9-18

Andy Maron, Chair of the UAC, introduced the agenda item.

Jeff Kanter, UAC member, provided information on the recommendations for fire code revisions.

Following discussion, Council asked staff to return to Council with a recommendation.

4.B Heightened Utility Review Process - Utility Advisory Committee Recommendations - Public Works

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[Heightened Utility Review Process Recommendation for Council 26 Jun 18.pptx](#)

[UAC Utility Review Presentation_CC_6_18_19.pptx](#)

Ted Jones, UAC member, provided a presentation on utility reviews.

Following discussion, Council asked staff to return to Council with a briefing on the process.

4.C Discussion of the Climate Change Advisory Committee (CCAC) 2019 Work Plan - Council

[Cover Page](#)

[CCAC 2018 Report and 2019 Workplan.pdf](#)

[CCAC Detailed 2019 2020 Workplan.pdf](#)

[List of CCAC Study Session Topics.pdf](#)

[CCAC Presentation Council study session June 18th, 2019](#)

[COBI Council Sea Level Rise](#)

Michael Cox, Co-Chair of the CCAC, introduced the agenda item and provided a presentation on the 2019 work plan. Council discussed the plan, and directed the CCAC to return to Council with a detailed climate action plan.

James Rufo-Hill, member of CCAC, provided a presentation on sea level rise, and Council discussed the topic.

5) UNFINISHED BUSINESS

5. Housing Kitsap [Added]

Mayor Medina introduced the agenda item.

MOTION: I move to designate Councilmember Tirman as Mayor Medina's substitute for the Housing Kitsap meeting on June 25th.

Nassar/Blossom: The motion was approved by unanimous consent.

Council discussed the letter to Housing Kitsap and authorized the Mayor to sign it.

5.A Ordinance No. 2019-04, Updating the City's Sign Code - Planning

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[Sign Code Matrix and Definitions of Key Terms](#)

City Manager Smith introduced the agenda item. Rex Oliver, Chamber of Commerce, joined the discussion.

Council discussed the sign code matrix and asked staff to provide additional detail on sandwich board and right-of-way information.

5.B Sustainable Transportation Project - Public Works

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[Presentation mtg_2019-06-18.pdf](#)

[Sustainable Transportation_RFQ_Advertise.pdf](#)

[CC_Sustainable_Transportation_Proposal_.pdf](#)

David Blum, University of Washington professor, joined the discussion. Project Manager Epstein provided an update on the project.

Jennifer Wieland of Nelson Nygaard provided additional information on the scope of work, and Council discussed the project.

Councilmember Tirman left the meeting at 8:44 p.m.

Council's consensus was to pause the project pending further discussion.

Mayor Medina adjourned the meeting for a break at 9:02 p.m. and re-convened the meeting at 9:08 p.m.

5.C Update on Moratorium - Planning

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[20190604 Moratorium work program status report.docx](#)

[Ordinance No. 2019-10 Extending the Development Moratorium](#)

[Development Moratorium Summary Effective 20190403.docx](#)

Interim Planning Director Wright addressed Council's questions on the moratorium workplan.

5.D Ordinance No. 2019-09 Relating to Accessory Dwelling Units (ADUs) - Planning

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[CC Staff Memo-Affordable Housing Topics](#)

[Ordinance 2019-09](#)

[City Attorney ADU Memo](#)

[Attachment A BIMC 18.09.030.I.5 ADU Use Specific Standards](#)

[Attachment B Sample Owner Occupancy Notice to Title](#)

[Tiny Homes Handout from WA Building Officials](#)

[MRSC handout on Tiny Home Legislation](#)

Senior Planner Sutton, City Building Official Cunningham, and Interim Planning Director Wright participated in a discussion of ADUs with Council.

Council asked to amend Ordinance No. 2019-09 so that subsection E does not apply if one unit is permanently affordable housing. They forwarded the amended ordinance to the July 9, 2019 business meeting.

City Building Official Cunningham provided information on recreational vehicles (RV) used as housing, and Council discussed the topic.

Council discussed tiny homes. Council's consensus was to consider allowing tiny homes on foundations and on wheels and to examine allowing RVs as a primary dwelling or as an ADU.

Council asked staff for recommendations on tiny home communities on undeveloped land and additional information on relaxing lot coverage standards.

5. Committee and Task Force Definitions in the Governance Manual – Deputy Mayor Schneider

Deputy Mayor Schneider provided information from the Governance Manual on the definitions of committee and task force. Council agreed to add the topic to a future agenda.

Councilmember Tirman joined the meeting by telephone at 9:07 p.m.

5.E Discussion of Potential Changes to Ethics Program - Mayor Medina

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[Definition of Task Force and Committee](#)

This item was pulled from the agenda due to the time.

6) FUTURE COUNCIL AGENDAS

6.A Future Council Agendas

[Cover Page](#)

[City Council Regular Business Meeting, June 25, 2019.pdf](#)

[City Council Study Session, July 2, 2019.pdf](#)

[City Council Regular Business Meeting, July 9, 2019.pdf](#)

Councilmember Nassar asked to add a resolution relating to glyphosate, and Council concurred.

7) FOR THE GOOD OF THE ORDER

Council discussed a potential ban on fireworks, and City Manager Smith provided information on process and the Fire Department's authority. Council agreed to add a discussion of fireworks to a future Council agenda.

8) ADJOURNMENT

Mayor Medina adjourned the meeting at 10:28 p.m.



Christine Brown, CMC, City Clerk



Kol Medina, Mayor