



**CITY COUNCIL STUDY SESSION
TUESDAY, JULY 06, 2021**

REMOTE MEETING ON ZOOM

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AGENDA

1. **CALL TO ORDER / ROLL CALL - 6:00 PM**
2. **APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE - 6:05 PM**
3. **FUTURE COUNCIL AGENDAS**
 - 3.A **(6:10 PM) Future Council Agendas, 10 Minutes**
[Council Agenda Topics for Upcoming Meetings.pdf](#)
4. **PRESENTATIONS**
 - 4.A **(6:20 PM) Receive 2017-2020 Status of Bainbridge Island Housing Biennial Report in accordance with Comprehensive Plan Housing Element Goals 1 & 2 - Planning, 30 Minutes**
[2017-2020 Biennial Housing Report](#)
[Appendix A 2017 2020 Bremerton-Silverdale MSA HUD Median Income Limit](#)
[Appendix B](#)
[July 6 Council Presentation.pptx](#)
[Housing Element.pdf](#)
5. **COUNCIL DISCUSSION**
 - 5.A **(6:50 PM) Discuss Transfer of Development Rights (TDR) Program, 60 Minutes**
[ECONorthwest Professional Services Agreement 2018](#)
[ECONorthwest Amendments 1 and 2.pdf](#)
 - 5.B **(7:50 PM) Consider Proposal to Amend the Climate Change Advisory Committee Workplan to Stimulate Community Ideas and Forward Recommendations to Council, 10 Minutes**

6. **FOR THE GOOD OF THE ORDER - 8:00 PM**

7. **ADJOURNMENT - 8:10 PM**

GUIDING PRINCIPLES

Guiding Principle #1 - Preserve the special character of the Island, which includes downtown Winslow's small town atmosphere and function, historic buildings, extensive forested areas, meadows, farms, marine views and access, and scenic and winding roads supporting all forms of transportation.

Guiding Principle #2 - Manage the water resources of the Island to protect, restore and maintain their ecological and hydrological functions and to ensure clean and sufficient groundwater for future generations.

Guiding Principle #3 - Foster diversity with a holistic approach to meeting the needs of the Island and the human needs of its residents consistent with the stewardship of our finite environmental resources.

Guiding Principle #4 - Consider the costs and benefits to Island residents and property owners in making land use decisions.

Guiding Principle #5 - The use of land on the Island should be based on the principle that the Island's environmental resources are finite and must be maintained at a sustainable level.

Guiding Principle #6 - Nurture Bainbridge Island as a sustainable community by meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Guiding Principle #7 - Reduce greenhouse gas emissions and increase the Island's climate resilience.

Guiding Principle #8 - Support the Island's Guiding Principles and Policies through the City's organizational and operating budget decisions.



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CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: July 6, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (6:10 PM) Future Council Agendas,

SUMMARY: Council will review future Council agendas.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: Discussion.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[Council Agenda Topics for Upcoming Meetings.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ITEMS TENTATIVELY SCHEDULED FOR FUTURE COUNCIL AGENDAS - **SUBJECT TO CHANGE**

Last updated 7/2/2021

July 13, 2021 Business Meeting

Agenda Section	Item	Staff Lead
Unfinished business	Consider LTAC Criteria and authorize issuance of Request for Proposals	Schroer
Unfinished business	Approve plastic and waste reduction task force form and appoint Councilmembers	Brown
Unfinished business	Consider terminating hazard pay for grocery workers ordinance	Levan
Unfinished business	Provide expectations for the Green Building Task Force and status	Wright
New business	Consider Public Works LTAC Project	Wierzbicki
New business	Consider Approval of Bond Delegation Ordinance No. 2021-19 Relating to the refunding of \$2.5 million of 2011 Limited Tax General Obligation Bonds	Pitts
New business	Consider purchase of public artwork - Reflections for \$TBD	Schroer
New business	Consider confirmation of recommended appointments to the Environmental Technical Advisory Committee	Lassoff
New business	Consider appointments to the Lodging Tax Advisory Committee	Lassoff
New business	Consider process for addressing Kitsap County-Owned Tax Title Properties	Wierzbicki
New business	Consider City Council Recess August 3	King
Consent	Authorize Salmon Recovery Board Grant Sponsorship - Springbrook Creek Fish Passage Project (\$85,000)	Wierzbicki
Consent	Springbrook Creek Fish Passage Project Budget Amendment (\$85,000)	Wierzbicki
Consent	Approve resolution to rescind the Declaration of Emergency	Levan
Consent	Approve City Hall Repair Change Order #3	Wierzbicki
Consent	Approve COVID Cleaning Professional Services Agreement Amendment No. 4 and Budget Amendment	Wierzbicki
Consent	Approve Annual Roads Program contract award	Wierzbicki
Consent	Authorize participation in the noxious weed eradication effort	Wierzbicki
Consent	Approve the Registered Sex Offender Address and Residency Verification Grant Memorandum of Understanding for \$1000	Clark
Consent	Increase the City Manager's Change Order Authority for the Eagle Harbor Drive Phase II Non-Motorized Improvement Project (\$230,000)	Wierzbicki
Council discussion	Consider removal of Councilmember Views from COBI Connects	Drew

July 17, 2021 Council Retreat

Agenda Section	Item	Staff Lead
Council discussion	Discuss Workplan	King
Council discussion	Discuss Council Ad Hoc and Subcommittees	King

July 20, 2021 Study Session

Agenda Section	Item	Staff Lead
Executive session	Hold executive session to consider the selection of a site or the acquisition of real estate and discuss litigation or potential litigation	Levan
Presentation	Receive presentation from PSE on proposed transmission line	Wierzbicki
Unfinished business	Bonus FAR Discussion: Consider Purchase of Mobile Home Park FAR	Wright

Council discussion	Discuss Planning Commission's recorded motion related to Ordinance No. 2021-03, related to hotels in the Central Core, Gateway, and Ferry Terminal Districts	Wright
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July 27, 2021 Business Meeting

Agenda Section	Item	Staff Lead
Executive session	Hold executive session to discuss litigation or potential litigation	Levan
New business	Consider Historic Preservation Commission 2021 Work Plan and 2020 Work Plan Summary	Tayara/Wright
New business	Consider Complete Streets Ordinance	Wierzbicki
Council discussion	Discuss Adas Will Roundabout and Landmark Trees	Wierzbicki

August 3, 2021 Study Session

Agenda Section	Item	Staff Lead

August 10, 2021 Business Meeting

Agenda Section	Item	Staff Lead
New business	Discuss Ferncliff Avenue Water Line Extension Rate Structure Recommendation and Code Revision	Wierzbicki
New business	Consider response to Puget Sound Energy's proposed transmission line project	Wierzbicki
Unfinished business	Consider amendments to the Ethics Program	Levan
Unfinished business	Review Housing Action Plan Schedule of Activities	Wright

August 17, 2021 Study Session

Agenda Section	Item	Staff Lead
Unfinished business	Discuss Madison Avenue Sidewalk Project Scope	Wierzbicki
New business	Discuss Groundwater Management Plan Kickoff	Wierzbicki

August 24, 2021 Business Meeting

Agenda Section	Item	Staff Lead
Unfinished business	Discuss ARPA Project List	King

New business	Discuss 2021 Mid-Year Report	Pitts
Consent	Ordinance No. 2021-XX Relating to 2021 2nd Quarter Budget and Updated Capital Improvement Plan Amendments	Dunscombe

September 7, 2021 Study Session

Agenda Section	Item	Staff Lead
Unfinished business	Discuss Traffic Calming and Safety Project Part 1	Wierzbicki
New business	Introduce Building and Development Study and Authorize Public Review of Building and Community Development Fees	Wright

September 14, 2021 Business Meeting

Agenda Section	Item	Staff Lead

September 21, 2021 Study Session

Agenda Section	Item	Staff Lead
Presentation	Receive Presentation from Suquamish Tribal Chairman	King

September 28, 2021 Business Meeting

Agenda Section	Item	Staff Lead

UNSCHEDULED AT THIS TIME

City Council Initiated Items

Agenda Section	Item	Staff Lead
New business	Review Affordable Housing Work Plan Components	Wright, Schroer
New business	Floor Area Ratio Policy Topics	Wright
New business	Review Approach and Recommendations for Police/Court Facility Project	King
New business	Review Puget Sound Regional Council Growth Allocation	Wright
New business	Consider Ordinance adopting MFTE program, Title 3	Wright
Presentation	Receive Update from Kitsap Public Facilities District Representative	Schroer
Presentation	Receive report from Joint REAC/CCAC Subcommittee	Schroer
Presentation	Receive Quarterly Public Safety Presentation	Clark
New business	Consider Resolution on Proclamation/Recognition Policy	Levan
Unfinished business	Receive Update from Farmland Ad Hoc Committee	Schroer
Council discussion	Consider proposal regarding Ethics Program from Councilmember Pollock	Levan
Unfinished business	Consider Suquamish Welcome Pole	Wierzbicki
Unfinished business	Consider resolution to update the Governance Manual related to Council complaints	Levan
New business	Consider policy for co-sponsorship of City events	Schroer
New Business	Protection of Landmark Trees Ordinance, Sunset Landmark Tree Ordinance	Snyder, Wright
New Business	Triage Phase II: Pre-application Phase Process Change	Greetham
New Business	Receive recommendation from joint subcommittee regarding anonymous complaints to the Ethics Board	King
Unfinished business	Consider further regulations relating to single use plastics	Levan

All Other Items

Agenda Section	Item	Staff Lead
Unfinished business	Update on Eagle Harbor Phase I Project Options	Wierzbicki
New business	Consider Settlement with Sewer District 7	Pitts, Wierzbicki, Levan
New business	Review Island Center Subarea Plan Recommendation	Wright, Sutton
New business	Consider Ordinance adopting Small Wireless Facility Design Standards	Wright, Levan
New business	Receive 2020 financial report	Pitts
New business	Consider Sportsman Club/New Brooklyn Intersection Improvements Contract Award in the Amount of \$ XXX	Wierzbicki
New Business	Receive and File Annual Audit	Pitts
Unfinished business	Consider revisions to sign code	Wright
New Business	Consider redistricting process	King, Levan



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: July 6, 2021

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (6:20 PM) Receive 2017-2020 Status of Bainbridge Island Housing Biennial Report in accordance with Comprehensive Plan Housing Element Goals 1 & 2 - Planning,

SUMMARY: The City's Comprehensive Plan and its Housing Element (attached) set forth progressive goals aiming to create more types of housing, with a focus on smaller units, rental housing, and designated affordable housing. This focus is necessary to counter the predominant form of new housing on Bainbridge Island, larger single-family homes, which are often out-of-reach for even middle-income households. To ensure that the City makes progress toward housing goals, Housing Element Goal HO-2 requires biennial reports on the status of housing on Bainbridge Island.

This report combines 2 biennial reports and includes data from 2017-2018 and 2019-2020. The Comprehensive Plan update was approved in February 2017, but this biennial report was not previously completed for the 2017-2018 time frame, and therefore has been combined with the 2019-2020 report, to show the progress made on the 20 year policy goals. The Report also provides an update on how the City is meeting Goal HO-1, "Make steady progress toward the following aspirational targets for increasing the diversity of housing types and the supply of affordable housing." This goal sets out a series of seven policies the City is to address pursuant to Goal HO-2: 13.

AGENDA CATEGORY: Report

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: Accept the "Status of Bainbridge Island Housing Biennial Report" and affirm that it satisfies Comprehensive Plan Housing Element Goals 1 and 2.

Motion: I move to accept the Bainbridge Island Housing Biennial Report.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: The Comprehensive Plan update was approved in February 2017, and for a 20-year planning horizon, out to 2036. To ensure that the City makes progress toward housing goals, Housing Element Goal HO-2 requires biennial reports on the status of housing on Bainbridge Island. This report combines 2 biennial reports and includes data from 2017-2018 and 2019-2020.

The report also describes the progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

ATTACHMENTS:

[2017-2020 Biennial Housing Report](#)

[Appendix A 2017 2020 Bremerton-Silverdale MSA HUD Median Income Limit](#)

[Appendix B](#)

[July 6 Council Presentation.pptx](#)

[Housing Element.pdf](#)

FISCAL DETAILS: N/A

Fund Name(s):

Coding:

Status of Bainbridge Island Housing

Biennial Report

2017-2018, 2019- 2020

June 22, 2021

Background and Overview:

The City's Comprehensive Plan and its [Housing Element](#) set forth progressive goals aiming to create more types of housing, with a focus on smaller units, rental housing and designated affordable housing. This focus was created to counter the predominant form of new housing on Bainbridge Island, larger single-family homes, which are often out-of-reach for even middle-income households. To ensure that the City makes progress towards housing goals, [Housing Element Goal HO-2](#) (see below) requires biennial reports on the status of housing on Bainbridge Island.

Before providing an overview of the Housing Goals, below is a snapshot of the variety of unit types on the Island, the average median income and home sale prices.

Housing Snapshot on Bainbridge Island: 2020

Housing Unit/Building Type	Number of Units	% of units
Single-family, detached housing units	9,068	79%
Duplexes	180	1.5%
3+ Unit Buildings	1,850	16%
Mobile and Manufactured Homes	368	3.2%
Special Housing Units	15	.1%
Total	11,481	

Source: Washington State Office of Financial Management, City Permit Database

Not included in the residential unit totals above are *Group Quarter Residences* such as assisted living facilities and the Islandwood graduate student dormitories. The number of people living in these facilities fluctuates slightly year to year, but on April 1, 2020 had the following populations:

Group Quarter Facility	# Residents 4/1/2020
Island Health and Rehabilitation	43
Madrona House Assisted Living	62
Wyatt House	33
Islandwood Graduate Student Housing	17
Total:	155

Bainbridge Island income and home sales price data also inform the picture of housing on Bainbridge Island.

2019 Median household income	\$117,990
2019 Mean household income	\$144,868
December 2020 Median Home Sales Price	\$1,007,500

Source: Income information- 2019 American Community Survey; Home Sales Information – www.realtor.com

This report combines 2 biennial reports and includes data from 2017-2018 and 2019-2020. The Comprehensive Plan update was approved in February 2017, but this biennial report was not previously completed for the 2017-2018 time frame, and therefore has been combined with the 2019-2020 report to provide a representative update of progress made since the Comprehensive Plan was adopted and to

reflect the progress we are making on our 20 year goals.

The report also provides an update on how the city is meeting Goal HO-1, “Make steady progress toward the following aspirational targets for increasing the diversity of housing types and the supply of affordable housing”. This goal sets out a series of seven policies the city is to address pursuant to Policy HO-2.1: 13.

The report concludes with the findings that of the seven (7) policies of Housing Goal HO-1, the City is on track for four (4) policies, not on track for two (2) policies and one (1) policy requires additional analysis. A summary table and findings are provided below, and the data and discussion for Housing Goal HO-2 is included in the body of the report.

The following table provides a snapshot of the findings on how the City is meeting Comprehensive Plan Housing Element Goals HO-1 & 2. The table at the end of this report provides suggestions on how the City could get back on track to meet and/or continue to meet these policies.

On Track	
Policy HO 1.1: Decrease to 20% or less the number of cost burdened families living in rental housing (down from 40%).	To be on track, the number of cost burdened renter households would decrease by 1% year. The number of cost burdened renter households is lower- 36% of total renter households . However, the majority of those renter households (29%) are severely cost burdened.
Policy HO 1.2: Decrease to 18% or less the number of cost burdened families owning homes (down from 34%).	To be on track, the number of cost burdened ownership households would decrease the amount by 0.8% per year, we should be down from 34% to 30%. The number of cost burdened ownership households is lower- 25%, a 9% reduction.
Policy HO 1.3: Increase rental housing units to at least 11% of total housing units (up from 7%).	On track. 2019 ACS data indicates that households that rental households made up 19% of Bainbridge Island households, or 1945 households, exceeding the goal by 8%, 15 years ahead of schedule. This includes those renting single-family homes, not just multifamily housing such as apartments or condominiums. However, when reviewing types of units completed/built between 2017-2020, only 116 multifamily rental units and 48 accessory dwelling units were constructed out of a total of 607 total units, meaning that homeownership units are still the majority of units constructed on Bainbridge Island.

Policy HO 1.4: Increase the Island's percentage of multifamily homes to 18% or more of all homes (up from 16%).	On track. The percentage of multifamily homes has increased to 17.6%.
Not on Track	
Policy HO 1.5: Increase the number of senior housing units to 600 or more (up from 344).	Zero new senior housing units have been constructed. In order to be on track, 12.8 units should be added each year, or 64 new units added to be on track to meet this goal.
Policy HO 1.6: Change today's 89/11% housing split between the Mixed Use Town Center and Neighborhood Centers to 80/20% by 2036	This goal promotes adding units in Neighborhood Centers (NC) at a faster rate than in the Mixed Use Town Center (MUTC) area. Between 2017-2020, more units were completed/finaled in the MUTC area than in the Lynwood Center NC area (see Appendix B). No units were added in the Island Center or Rolling Bay NC areas during this time.
Ongoing Analysis	
Policy HO 1.7: Achieve a jobs-housing balance of .8 (up from 0.59)	This goal promotes adding additional commercial space (jobs) to improve the jobs/housing balance to 0.8 jobs per dwelling unit. This analysis of added commercial development is currently being analyzed through the Kitsap County Residential and Commercial/Industrial Land Capacity Analysis. The City is coordinating with Kitsap County and other cities on this work, which will be completed in 2021.

2016 Comprehensive Plan, Housing Element, Goal HO-2

The Bainbridge Island 2036 Housing Vision is that the Island provide a broad diversity of housing. The broadest variety of housing types include rental homes, exist within the compact, walkable, transit-served, mixed-use designated centers. The following goal is one of 9 goals in the housing element and specifically requires this report and an analysis of Housing Goal HO-1 is summarized in the table above and at the end of this report.

GOAL HO-2

Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

Policy HO 2.1

The Housing report shall address the following aspects of housing:

1. Housing trends in general both regionally and on Bainbridge Island.

2. The number and location of housing types constructed or active applications in the permit process in the preceding two years.
3. An evaluation of the effectiveness of the City's measures and identification of additional or revised measures or targets.
4. The vacancy rate for rental apartments.
5. The number of cost burdened and extremely cost burdened households.
6. The status of efforts to address housing needs at the regional level.
7. The housing availability for special needs or difficult to serve populations.
8. The condition of the local housing market and the number of new housing units publicly and privately funded.
9. The use of density bonuses and the number of for-purchase affordable housing units provided in new developments.
10. A description of the various initiatives supporting affordable housing including activities of community non-profit organizations and local and regional entities.
11. Programs of housing repair and renovation that improve accessibility.
12. An analysis of how property taxes impact housing affordability.
13. If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.

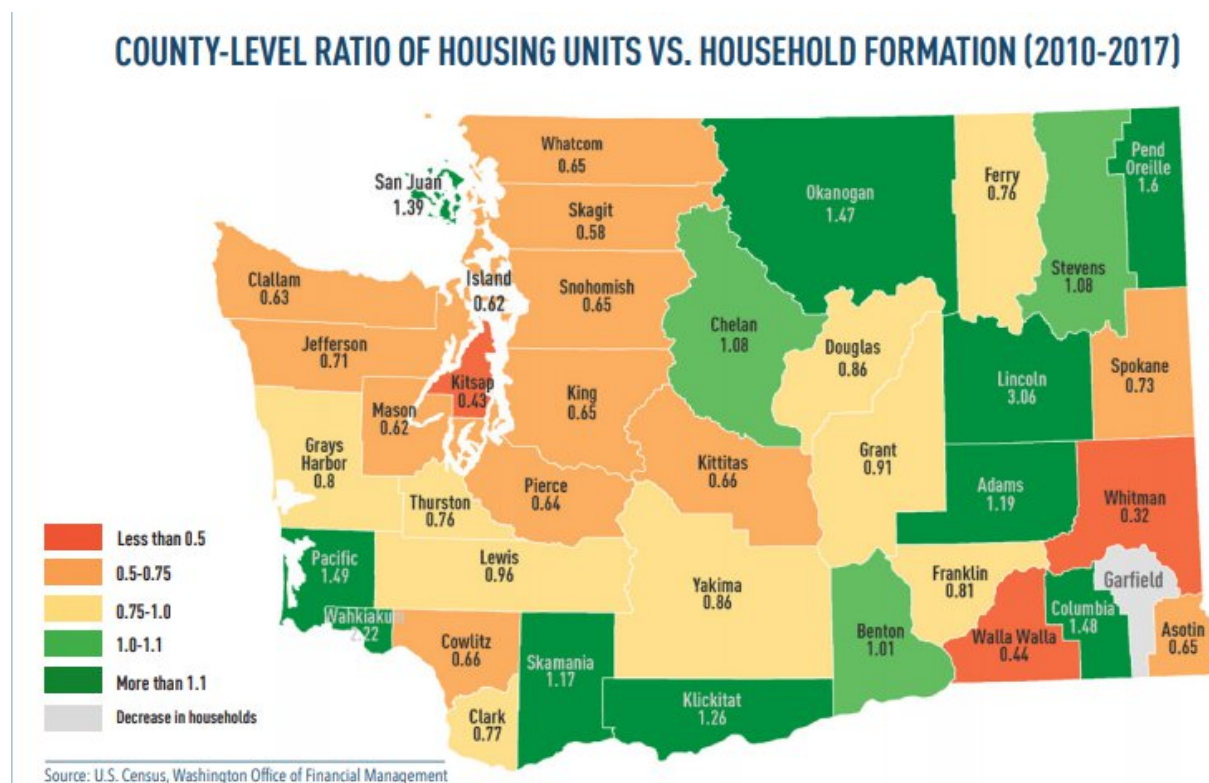
The report responds to each aspect of housing described and listed numerically (1-13) in Policy HO 2.1 and combines those topics that have similar information. Therefore, the numbers below correspond to the numbered topics in Policy HO 2.1 but are not in numerical order.

Policies HO 2.1- 1 & 8; 1) Housing trends in general both regionally and on Bainbridge Island and 8) The condition of the local housing market and the number of new housing units publicly and privately funded.

Housing Trends: Housing prices on Bainbridge Island have continued to climb, and affordability has worsened since the end of the Great Recession in 2009. At the same time, the inventory of homes for sale is historically low on Bainbridge Island, and housing construction has not returned to pre-recession levels. This limited supply on Bainbridge Island is well below demand in a way that increases housing costs and creates an affordability crisis, minimizing housing opportunity for those of moderate or low incomes. Single family residences account for most of Bainbridge Island's housing units, in a very low density land use pattern that occupies almost 91% of the island's land use area.

The only significant new rental multifamily housing created during the 2017-2020 time-period was a 107 unit apartment building in the BLIS development near the ferry terminal. The underproduction of housing units compared to household formation increases overall housing costs by adding demand without supply and is a problem throughout Washington state. The map below from the sustainable

development nonprofit [Up For Growth](#) shows that Kitsap County has built even less housing given household formation than most other counties.

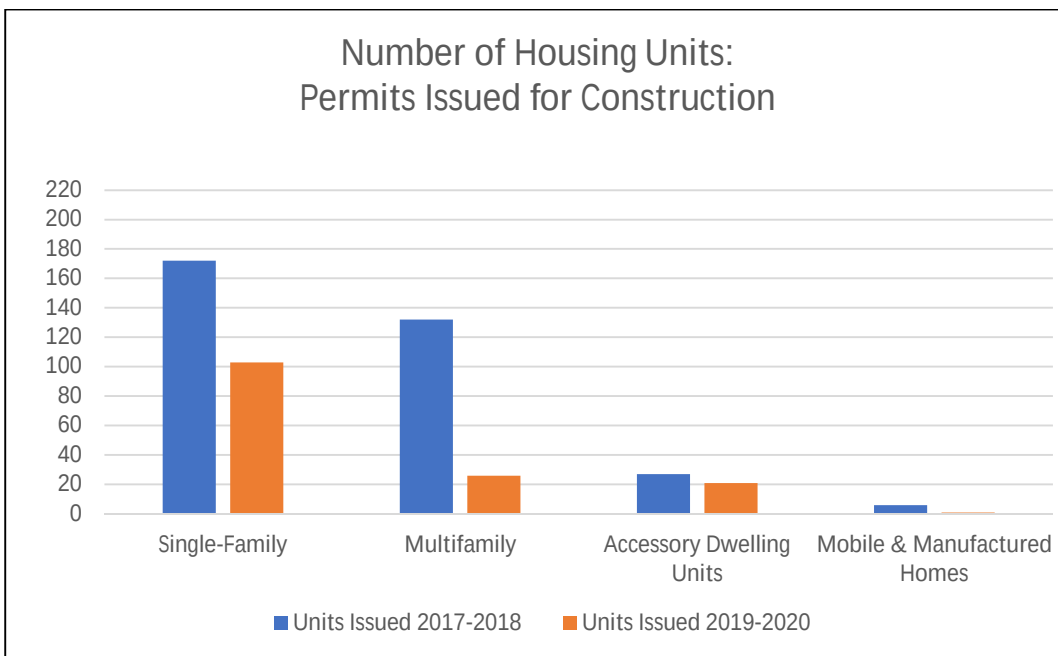
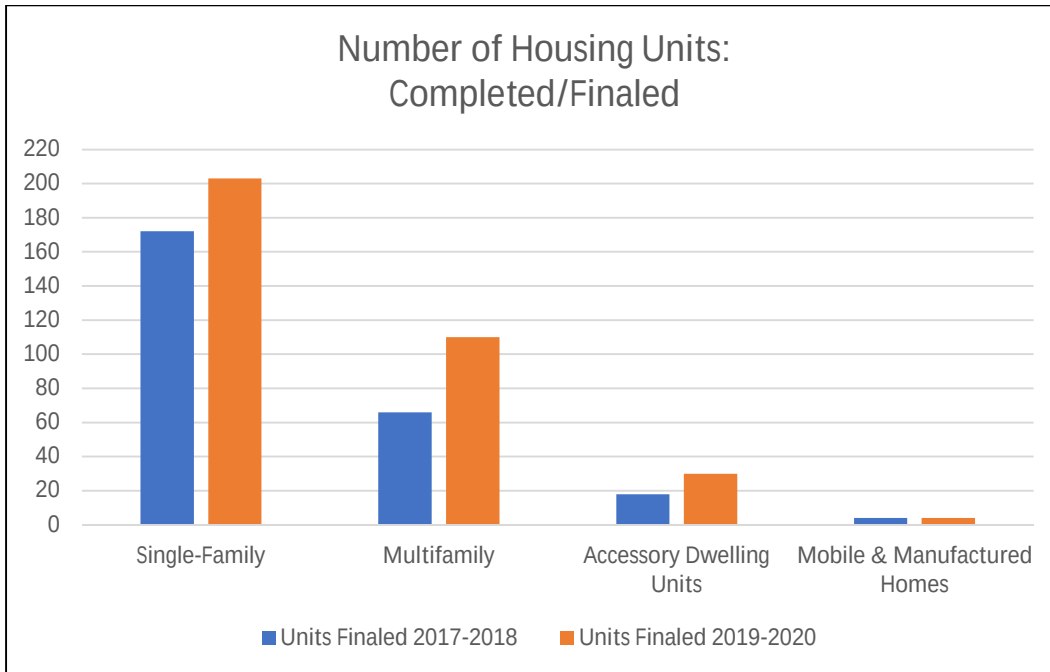


For additional description of the Bainbridge Island Housing Market and Trends See the February 2019 ECONorthwest final report commissioned by the City: [City of Bainbridge Island Transfer of Development Rights and Inclusionary Zoning Assessment Appendix A – Real Estate Market Analysis](#) and [Kitsap-Bremerton Affordable Housing Inventory and Market Analysis – Appendix B: Housing Inventory](#).

Housing Condition: In 2017-2020, all new housing units that were issued and finalized (see Section 2 below) were privately funded. At the end of 2020, no publicly funded units are being planned.

Policy HO 2.1-2, The number and location of *housing types* constructed or active applications in the permit process in the preceding two years.

The charts below show the number of single-family and multi-family residences, accessory dwelling units and manufactured/mobile homes constructed (meaning units have received final inspection) and active applications (meaning a permit has been issued). Most of the single-family and manufactured/mobile homes are completely new, and therefore represent an increase in total housing units. However, some permitted units are replacing existing homes, and consequently, do not increase total housing units. Maps showing the location of these housing units can be seen in Appendix B.



Policies HO 2.1- 3 & 9; 3) An evaluation of the effectiveness of the City's measures and identification of additional or revised measures or targets and 9) The use of density bonuses and the number of for-purchase affordable housing units provided in new developments.

The section is a response to [Housing Element Policy HO 2.1 #s 3 and 9](#) since current City affordable housing measures include the use of density bonuses. The City currently has two affordable housing programs in the Bainbridge Island Municipal Code.

Voluntary Inclusionary Zoning Program

The City's inclusionary zoning program was revised in 2005. Since then, the City has had a *voluntary inclusionary zoning program* which grants bonus density in exchange for providing affordable housing units.

- In the Mixed Use Town Center (MUTC) and High School Road districts, where floor area ratio (FAR) is used instead of units per acre for development potential, the affordable housing incentive provisions are outlined in [BIMC 18.12.030.E.1](#).
- In the Neighborhood Center (NC) zone, the affordable housing provisions are outlined in [BIMC 18.12.030.D](#).
- In the less-dense residential zones, the affordable housing provisions are outlined in [BIMC Chapter 18.21](#).

This voluntary inclusionary zoning program has not been used or produced any affordable housing units in the MUTC/ High School Road or Neighborhood Center zones. In the less dense residential zones, there have been 2 single-family lots created through the bonus density provisions of [BIMC 18.21.030](#). The Bristle Ridge Plat was approved in 2008 and created 2 additional bonus lots through that code section. Homes have not yet been constructed on the lots.

The voluntary inclusionary zoning program has not been used since the 2008 Bristle Ridge Plat. At the end of 2020, there is a project in the High School Road 1 zone that is in the early conceptual phase of development, which may utilize the affordable housing bonus density provisions of [BIMC 18.12.030.E.1](#). Since the [Interim Zoning Control](#) was approved in March 2020, this voluntary inclusionary zoning is one of the only bonus density provisions available in the municipal code. The current recommendation is to make permanent the interim changes that reduce bonus FAR options.

Housing Design Demonstration Projects

In 2009 the City approved the *Housing Design Demonstration Project (HDDP) program*, [BIMC 2.16.020.S](#). The program applies in the greater Winslow area and incentivizes green building and building smaller units and a mix of housing types, including affordable housing, by granting flexibility in development standards and bonus density. It was originally a tiered incentive program, with more incentives available for projects with higher levels of green building and housing diversity, including affordable housing. The program was approved as a 3-year demonstration project and has been extended several times. At the end of 2019, [Ordinance 2019-32](#) extended until December 31, 2021, and scaled back to only be available for projects where 50% or more of their housing units will be designated as affordable housing.

The City had been planning its own affordable housing project in partnership with Housing Resources Bainbridge on the City-owned Suzuki Property, at the southeast intersection of New Brooklyn and Sportsman Club Roads. The project was being planned as a HDDP project that would have utilized the bonus density provisions of the program. However, in 2020, the City suspended work on the Suzuki Property affordable housing project.

Since its inception, the *HDDP program* has planned 47 designated affordable housing units, and at the end of 2020, 45 of those affordable housing units have been constructed, and 2 units have a building permit submitted to the City for review (see table below).

HDDP Projects with Affordable Housing			
	Ferncliff Village (HRB)	The Walk	Wallace Cottages
Zone	R-3.5	MUTC/ Core	R-4.3
Max. Base Density	20	0.4 Base/ 1.0 Max. Residential FAR	10
Total # and Type of Dwelling Units	40: Single-family (SF) & Townhomes (TH)	52 SF TH & ADUs	19 SF
# of Bonus Units	20	0	9
# of Affordable Units	40 Ownership	5 SF TH: 4 Units Rentals 1 Unit Ownership	2 Ownership
Status	Completed 2016	Completed	Under Construction

As summarized in the table below, the *HDDP program*, which ends at the end of 2021 has been more successful than the current *voluntary inclusionary zoning program* at planning and building designated affordable housing.

Affordable Housing Program	# of Affordable Housing Units/Lots	
	2005-2016	2017-2020
Voluntary Inclusionary Zoning	2 lots (unbuilt)	0
Housing Design Demonstration Projects	40 ownership units built	5 units built (4 rental, 1 ownership) 2 ownership units in permit review

Effectiveness of City Affordable Housing Measures

As the data above demonstrates, the City's current affordable housing programs have only resulted in 7 affordable housing units since 2017, and a total of 47 units since 2005. The *HDDP program* has been more successful than the *voluntary inclusionary zoning program*. The *HDDP program* has a higher level of bonus density available through the program, while the affordable housing requirement applies to dwelling units affordable to households earning up to 120% Area Median Income (AMI), the maximum income range of defined as affordable housing in the City municipal code, BIMC Sections [18.21.020.A](#)

and [18.36.030](#). The current *voluntary inclusionary zoning program* grants lower levels of bonus density provision and requires higher levels of affordability. Entering the 2016 Comprehensive Plan update process, the evidence showed that the affordable housing programs were not working and needed to be evaluated and abandoned or revised. Consequently, housing targets were integrated in [Housing Element, Goal HO-1](#) and monitoring/reporting integrated into [Housing Element, Goal HO-2](#). Additional specific targets on the type and variety of affordable housing the City may want to provide could be learned from a Housing Needs Assessment.

Policy HO 2.1 - 4, The vacancy rate for rental apartments.

In 2018, the City hired the firm ECONorthwest to provide economic analysis and feasibility study regarding a new Inclusionary Zoning and Transfer of Development Rights programs and adoption of a Multifamily Tax Exemption (MFTE). On [February 19, 2019](#) ECONorthwest presented a [final report](#) to City Council. The report's *Appendix A Real Estate Market Analysis* describes the apartment market,

“The market fundamentals for apartments indicate a tightening market as vacancies have declined and average rents have increased. In 2009, the vacancy rates for multifamily housing units in Bainbridge Island and Kitsap County were over five percent and six percent, respectively, but both decreased to 4.2 percent in 2018.” *Source: CoStar, 2018*

In between Census years, the 5-year American Community Survey (ACS) estimates housing and demographic data for communities such as Bainbridge Island. The most recent ACS 2015-2019 Five-Year Estimate for Bainbridge Island shows a rental vacancy rate 0% in 2019, with a margin of error +/- 2%.

Policy HO 2.1 - 5, The number of cost burdened and extremely cost burdened households.

Cost burdened is defined as paying more than 30 percent of income for housing. *Severely cost burdened* is defined as paying more than 50 percent of income for housing.

	# of Occupied Households	# of Cost Burdened Households	% Cost Burdened Households	# of Severely Cost Burdened Households	% Severely Cost Burdened Households
Homeowners	8036	1178	15%	820	10%
Renters paying rent	1945	*139	7%	*558	29%
Total	9981	1317	13%	1378	14%

Source: U.S. Census Bureau, 2015–2019 ACS 5-Year Estimate; *In this table, based upon available ACS information for occupied rental housing where rent is paid, cost burdened households mean those paying between 30-34.9% of household income toward rent, and severe cost burdened households mean those paying more than 35% of household income toward rent, instead of 50% or more of household income toward rent..

The number of cost burdened households on Bainbridge Island is a data point that is informed by other data points: high median household income, a higher ratio of owner-occupied to renter occupied units compared to other Kitsap communities and commuting patterns. As described in [Kitsap-Bremerton Affordable Housing Inventory and Market Analysis – Appendix C: Housing Needs Analysis](#), a majority of employees commute to Bainbridge Island to work, and do not live on the Island. The lack of affordable housing options on Bainbridge Island means that most service workers must commute to Bainbridge Island.

There is a longer discussion comparing cost burdened on pages 32-36 of [Kitsap-Bremerton Affordable Housing Inventory and Market Analysis – Appendix B: Housing Inventory](#).

Policy HO 2.1 - 6, The status of efforts to address housing needs at the regional level.

Kitsap Regional Coordinating Council

The [Kitsap Regional Coordinating Council](#) (KRCC) convened an Ad-Hoc Affordable Housing Taskforce in January 2019. The purpose of the KRCC Taskforce was to determine what strategic action steps KRCC could pursue with regard to the lack of affordable housing in the Kitsap County as a whole. The Committee met 5 times between January and September 2019, and received a variety of affordable housing background information, both in writing, and through presentations by affordable housing providers at their meetings. On July 18, 2019, the Taskforce recommended to the KRCC Executive Board that:

- Each jurisdiction should take action to support affordable housing for their communities.
- That the KRCC Board pass a resolution for each jurisdiction to independently implement new Washington State law HB 1406.

The KRCC Board passed resolutions supporting both recommendations at their [September 3, 2019 meeting](#).

At the September 19, 2019 meeting, the Taskforce recommended integrating affordable housing as a topic within future KRCC Planning Policy (PlanPOL) Committee meetings and not continuing with a Taskforce in 2020.

The KRCC Executive Board is currently reviewing and updating the Countywide Planning Policies. Support for affordable housing is expanded in the updated draft Countywide Planning Policies. Examples of new affordable housing (AH) policies include;

AH-2.a, Where possible, expand areas zoned for moderate density (“missing middle”) housing to bridge the gap between single-family and more intensive multifamily development.

AH-2.b, Incentive a range of housing types including transitional housing and supportive housing.

AH-5.a, Protect existing low-income housing.

Community Development Block Grant (CDBG) and Home Investment Partnership (HOME)
As an urban county, Kitsap County receives Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds from the U.S. Department of Housing and Urban Development (HUD). The cities of Poulsbo, Port Orchard, and Bainbridge Island participate in the consortium through interlocal agreements for CDBG and HOME with Kitsap County. [Kitsap County Department of Human Services](#) is the lead agency for managing the use of federal CDBG funds throughout Kitsap County, including grant applications. In 2020, the department updated the required [5-year Consolidated Plan](#).

Policy HO 2.1 – 7, The housing availability for special needs or difficult to serve populations.

Madrona House was completed in 2014 and is the most recent addition to facilities serving special populations.

Housing on Bainbridge Island for Special Populations		
	Type	Units
Madison House	Assisted Living	53
Wyatt House	Assisted Living	42
Madrona House	Assisted Living and Memory Care	81
Winslow Manor	Independent Senior Living	39
*Finch Place Apartments	Senior/Disabled	29
*Virginia Villa	Senior/Disabled	40
*Winslow Arms	Senior/Disabled	60
*Includes units that serve low-income populations.	Total	344

Policy HO 2.1 – 10, A description of the various initiatives supporting affordable housing including activities of community non-profit organizations and local and regional entities.

CITY OF BAINBRIDGE ISLAND INITIATIVES

Completed: Affordable Housing Task Force

Pursuant to [Housing Element Goal Action #5](#) the City Council appointed a short-term Affordable Housing Task Force (AHTF) that met 2017 – 2018. The AHTF created small work groups to consider individual comprehensive plan goals and policies. The AHTF gave an Interim Report to Council on [March 6, 2018](#) and completed a [final report](#) with recommendations to City Council in July 2018. The recommendations were organized into 3 categories: *Priority*, *Quick Wins* and *Additional Strategies to Explore*. Later in 2018, the City Council endorsed moving forward with work on the recommendations.

Completed: Affordable and Supportive Housing Sales and Use Tax Credit

In the 2019 legislative session, the Washington State Legislature adopted Substitute House Bill 1406, which created a local revenue sharing program for affordable housing in the form of a tax credit against the state sales tax. As recommended by the [Kitsap Regional Coordinating Council](#) in September 2019

(see Section 6 above), the City approved Ordinance 2019-37 in November 2019, creating new Chapter 3.61 BIMC to take advantage of this tax credit to provide revenue to support affordable and supportive housing as allowed under RCW [82.14.540](#).

Ongoing: Improvements to the Inclusionary Zoning Program

As summarized in Section 3 above, the City currently has a voluntary inclusionary zoning program that has been in place since 2005. However, that program has not produced any affordable housing units to date. On November 1, 2017, the AHTF voted unanimously to recommend to City Council that the City pursue an improved inclusionary zoning program. That recommendation is also Priority Recommendation 1.A from the [AHTF Final Report](#). In 2018, the City hired firm ECONorthwest to provide economic analysis and feasibility study regarding a new Inclusionary Zoning program and adoption of a Multifamily Tax Exemption (MFTE). Council discussed these issues on [June 19](#), and [December 4](#), 2018. On [February 19, 2019](#) ECONorthwest presented a [final report](#) to City Council. The report indicated that creating a successful inclusionary zoning program in the downtown Winslow and Neighborhood Center districts would require updating the following development standards: increase density/FAR in exchange for affordable units, increasing building heights, and reducing parking requirements. Modifying these standards would create additional opportunity for development to happen.

The Council decided to continue consideration of adoption of an MFTE and/or an inclusionary zoning program that focused on the Mixed Use Town Center/High School Road zoning districts, and continued to make progress on these complex issues at their [September 17, 2019](#) and [February 4, 2020](#) meetings. In March 2020, the Covid-19 pandemic interrupted regular City operations and City Council meetings, and this topic has been on hold at the City Council since early 2020. Affordable housing issues and inclusionary zoning specifically were discussed at a special joint City Council/Planning Commission meeting on June 22, 2020. The result was the formation of a Joint City Council/Planning Commission land use subcommittee that would work to prioritize updates to the land use code, including affordable housing action items. The subcommittee met in the Summer and Fall of 2020 and presented a list of recommended priority code changes to the Council on October 13, 2020. This subcommittee did not discuss Inclusionary Zoning as a priority during its first phase of work in 2020.

In early 2021, the City Council reformed a joint City Council/Planning Commission Land Use subcommittee and formed a separate Council Affordable Housing Ad Hoc Committee. This Ad Hoc Committee presented initial recommendations for an affordable housing work plan during the April 20, 2021 City Council meeting. The recommendations included pursuing a Housing Action Plan, as described by the Washington State Department of Commerce. Additional recommendations included continuing to work on a City MFTE program, ending the Bonus FAR Interim Control, pursue a program to facilitate affordable housing on religious properties (see Bethany Lutheran discussion below) and consider a short-term vacation rental ordinance.

Ongoing: Multifamily Property Tax Exemption Program

Washington State provides for local governments to adopt a MFTE program as described in Revised Code of Washington [RCW 84.14](#). The purpose of this program is to encourage the development and redevelopment of multifamily and affordable housing by granting a temporary property tax exemption for qualifying projects. Adopting a City MFTE program is supported by the [Comprehensive Plan Housing Element Policy HO 4.4](#) and was a priority recommendation in the [2018 Affordable Housing Task Force Final Report, Recommendation 1.C](#).

The Joint City Council/Planning Commission land use subcommittee met in the Summer and Fall of 2020 and presented a list of recommended priority code changes to the Council on October 13, 2020 that included adopting a 12-year MFTE Program. The Council approved the list and recommended it be forwarded to the Planning Commission for immediate legislative work.

Ongoing: [Annual Human Service Funding](#)

On an annual basis, the City of Bainbridge Island provides significant financial support to local nonprofit organizations to support human services programs in the community. The City utilizes a two-year funding cycle to solicit proposals from local non-profits seeking City funding for human services activities that serve the residents of Bainbridge Island. Housing Resources Bainbridge was a recipient of this type of City funding in 2019 and 2020, supporting its Homeownership and Independent Living programs.

Suspended: [City Suzuki Property Affordable Housing Project](#)

The City had been planning a its own affordable housing project in partnership with Housing Resources Bainbridge on the City-owned Suzuki Property, which is located at the southeast intersection of New Brooklyn and Sportsman Club Roads. The project was being planned as a HDDP project that would have utilized the bonus density provisions of the program. The conceptual project was being planned for 80-100 dwelling units, mostly affordable units with some market rate residences integrated. However, in 2020, the City suspended work on the Suzuki Property affordable housing project.

HOUSING RESOURCES BAINBRIDGE

[Housing Resources Bainbridge \(HRB\)](#) is a nonprofit organization that provides affordable housing on Bainbridge Island. Through a range of programs that serve more than 600 people annually, HRB builds and maintain properties, helps people find affordable housing, and make it possible for seniors and people with disabilities to remain in their homes. The HRB portfolio currently includes 103 affordable rental units and 42 affordable homes for homeownership (primarily in Ferncliff Village). Because HRB is also a Community Land Trust, many of HRB residences are permanently protected as affordable.

HRB also works to partner on other affordable housing opportunities, such as the collaboration with the City on the Suzuki property and with a private developer the 550 Madison Avenue project (conceptual phase).

BETHANY LUTHERAN CHURCH

The members and board at Bethany Lutheran Church have been discussing [building affordable housing on the church property](#) for several years. Such a project is supported by [Comprehensive Plan Housing Element Policy HO 3.4](#) specifically. In 2019, the church reached out to the City to discuss options for such as an affordable housing project. Also in 2019, the Washington State Legislature approved Substitute House Bill (SSB) 1377 which would facilitate affordable housing projects on religious properties. Although current City affordable housing provisions would allow a certain amount of affordable housing on the church property, the City may pursue separate regulations to further application of SSB 1377. The City Council may add this work to the City's work plan.

Policy HO 2.1 - 11, Program of housing repair and renovation that improve accessibility.

[HRB's Independent Living Program](#) facilitates home modifications and repairs to promote safety and autonomy for income-qualified older adults and people with disabilities. The program provides funding for necessary improvements and hire licensed contractors to complete projects. The program also promotes awareness in the community on universal design principles and community inclusion for people with diverse accessibility needs.

[Housing Kitsap's Home Rehabilitation Program](#) is an assistance program available through Housing Kitsap that allows homeowners the opportunity to repair roof leaks, wiring, address health and safety concerns and weatherize affordably.

Policy HO 2.1 - 12 An analysis of how property taxes impact housing affordability.

The high total property values on Bainbridge Island result in higher total property taxes compared to nearby Kitsap County and other Kitsap cities, where property values are lower. Additionally, Bainbridge Island voters generally approve levies and bonds put forward by the other Island taxing agencies such as the Bainbridge Island School District and the Bainbridge Island Metropolitan Park and Recreation District, which increases total property taxes owed.

This is not a new situation on Bainbridge Island, and over time, it may cause some residents, especially those with lower incomes, to move off-Island. Low-vacancy rates and low real-estate inventory means that there are practically zero affordable or even mid-range homes to buy or rent on Bainbridge Island. There are no opportunities to “downsize” that would allow someone that could not afford high property taxes to stay living on Bainbridge Island. [Housing Resources Bainbridge](#) has had a waiting list for its rental and home-ownership opportunities for many years. Washington state provides for lower-income residents, primarily seniors and those with disabilities, to exempt or defer property taxes. Information can be found on the [Kitsap County Assessor's website](#).

There has not been any surveying done on this topic. Conclusions in this section combine anecdotal information with income and real estate data.

Policy HO 2:13, If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.

Progress has been made to meet the targets in Housing Element Goal 1. Since the Comprehensive Plan was adopted in February 2017, the City has convened a short-term Affordable Housing Task Force that made recommendations to the City Council in a [final report](#) in July 2018 (HO Action #5). Shortly thereafter, the City Council began work on two priority recommendations from to study: how to create a successful Inclusionary Zoning program and consider adopting a MFTE program (HO 4.4). However, the City Council has not taken action on many of the recommendations in the Affordable Housing Task Force final report. See discussion in Section 10 above about ongoing Council discussion of affordable housing tools.

Comprehensive Plan, Housing Element, Goal HO-1

The first goal of the Housing Element of the 2016 Comprehensive Plan is “Make steady progress toward the following aspirational targets for increasing the diversity of housing types and the supply of affordable housing.” There are a total of seven (7) aspirational targets. A summary of the target status was provided at the beginning of the report and the following table provides more detail and suggestions for Council to consider to meet the policy goals.

Policy	Status
Policy HO 1.1: Decrease to 20% or less the number of cost burdened families living in rental housing (down from 40%).	On track. See Section 5 above. In 2019, there were 697 cost burdened and severely cost burdened rental households, 36% of total rental households. The majority of these households are severely cost burdened (29%). Therefore, although there is a reduction from 40% of rental households, or 798 households, the number of severely cost burdened households makes up a high percentage of the total cost burdened. Cost burdened families could have moved off Island where there are more rental options than on Bainbridge Island. City could take steps to increase the production of new rental housing through adoption of a MFTE (in progress) or improving the City’s inclusionary zoning program. The City could also promote the creation of new accessory dwelling units for rental housing or the use of existing ADUs as rentals. An opportunity to increase ADU construction could be for the City to educate the community on the exemption from property tax for three assessment years after the improvements are completed to the extent that the improvement represents 30% or less of the value of the original structure (RCW 84.36.400). The City could also continue work on HO action Policy 3.6: Develop standards to encourage development of small to mid-size single family housing units. These provisions may include a framework to permit small-unit housing development such as tiny houses, micro units and cottage housing. Some efforts were put into tiny homes in late 2019 and early 2020 that could be picked up again to further this Policy.

Policy HO 1.2: Decrease to 18% or less the number of cost burdened families owning homes (down from 34%).	On track. See Section 5 above. In 2019, there were 1998 of cost burdened and severely cost burdened households owner occupied households, 25% of total owner occupied households. There is a reduction from 34% of rental households, or 3,170 households, the number of severely cost burdened households is concerning. Cost burdened families could have moved off Island where housing prices are lower. The City could continue work on HO action Policy 3.6: Develop standards to encourage development of small to mid-size single family housing units. These provisions may include a framework to permit small-unit housing development such as tiny houses, micro units and cottage housing. Some efforts were put into tiny home regulations in late 2019 and early 2020 that could be picked up again to further this Policy.
Policy HO 1.3: Increase rental housing units to at least 11% of total housing units (up from 7%).	On track. See Section 5 above. 2019 ACS data indicates that households that rental households made up 19% of Bainbridge Island households, or 1945 households. This includes those renting single-family homes, not just multifamily housing such as apartments or condominiums. However, when reviewing types of units completed between 2017-2020, only 116 multifamily rental units and 48 accessory dwelling units were constructed out of a total of 607 total units, meaning that homeownership units are still the majority of units constructed on Bainbridge Island. The City is considering adopting a Multifamily Property Tax Exemption program, which would serve to promote the construction of rental housing. It is important to note that there are two pipeline projects that could enable the City to meet this goal.
Policy HO 1.4: Increase the Island's percentage of multifamily homes to 18% or more of all homes (up from 16%).	On track. As of 2020, the percentage of multifamily homes has increased to 17.6% (2,030 units) of 11,481 total housing units. Between 2017-2020, there were 176 multifamily units completed/ finalized compared to 375 single-family homes completed or finalized. See Section 2 above. Between 2017-2020 most of the multifamily residences issued and/or finalized were in the Grow Community development (homeownership/condominiums) and a 107 unit apartment building in the BLIS development. Improving inclusionary zoning and adopting a MFTE program could promote multifamily development. There are also two pipeline projects that could enable the City to meet and possibly exceed this goal.
Policy HO 1.5: Increase the number of senior housing units to 600 or more (up from 344.)	Not on track. There has been no increase in housing units constructed or planned for seniors since 2017. Policy HO 4.8 suggests that the City should "evaluate the efficacy of existing regulations in facilitating the provision of assisted and independent living senior housing and take action to amend development regulations as needed". Regulations that promote the development of senior housing units could be considered together with an improved City Inclusionary Zoning program or other housing incentive programs.
Policy HO 1.6: Change today's 89/11% housing split between the Mixed Use Town Center and Neighborhood Centers to 80/20% by 2036.	Not on track. Lynwood Center continues to be slowly built out, (see permit construction maps in Appendix B) however is still much less new development than in the MUTC zoning districts. The Island Center Subarea planning process is underway and is slated to complete in 2021. A future

	Island Center Subarea Plan may result in additional housing in the Island Center neighborhood center.
Policy HO 1.7: Achieve a jobs-housing balance of .8 (up from 0.59).	Ongoing Analysis. In 2021, the City will work to complete the 2013-2019 Buildable Lands Report and Land Capacity Analysis, in coordination with Kitsap County and other Kitsap cities. That project will calculate the amount of total and new commercial space and estimate corresponding jobs. The 2020 Census data will also be available in 2021 to measure the jobs-housing balance. Information to respond to this Policy Goal should be available by Q4 2021 and will be incorporated in the next biennial report.

Bainbridge Island Affordable Housing Income Tables 2017-2020

Income levels used for City of Bainbridge Island affordable housing programs.



CITY OF BAINBRIDGE ISLAND

2017 MEDIAN INCOME LIMITS BY HOUSEHOLD SIZE

BREMERTON-SILVERDALE MSA (HUD)

Maximum Income Limits by Category (BIMC 18.21.020)	Household Size							
	1	2	3	4	5	6	7	8
Extremely Low Income: ≤ 30% of Median Household Income	\$16,250	\$18,550	\$20,850	\$24,600	\$28,780	\$32,960	\$37,140	\$41,320
Very Low Income: 31% - 50% of Median Household Income	\$27,000	\$30,850	\$34,700	\$38,550	\$41,650	\$44,750	\$47,850	\$50,900
Low Income: 51% - 80% of Median Household Income	\$43,200	\$49,400	\$55,550	\$61,700	\$66,650	\$71,600	\$76,550	\$81,450
Moderate Income: 81% - 95% of Median Household Income	\$51,272	\$58,596	\$65,921	\$73,245	\$79,105	\$84,964	\$90,824	\$96,683
Middle Income: 96%% - 120% of Median Household Income	\$64,764	\$74,016	\$83,268	\$92,520	\$99,922	\$107,323	\$114,725	\$122,126
100% of Median Household Income	\$53,970	\$61,680	\$69,390	\$77,100	\$83,268	\$89,436	\$95,604	\$101,772



CITY OF BAINBRIDGE ISLAND

2018 MEDIAN INCOME LIMITS BY HOUSEHOLD SIZE

BREMERTON-SILVERDALE MSA (HUD)

Maximum Income Limits by Category (BIMC 18.21.020)	Household Size							
	1	2	3	4	5	6	7	8
Extremely Low Income: ≤ 30% of Median Household Income	\$17,400	\$19,850	\$22,350	\$24,800	\$26,800	\$30,800	\$32,750	\$32,750
Very Low Income: 31% - 50% of Median Household Income	\$28,950	\$33,050	\$37,200	\$41,300	\$44,650	\$47,950	\$51,250	\$54,550
Low Income: 51% - 80% of Median Household Income	\$46,300	\$52,900	\$59,500	\$66,100	\$71,400	\$76,700	\$82,000	\$87,300
Moderate Income: 81% - 95% of Median Household Income	\$54,929	\$62,776	\$70,623	\$78,470	\$84,748	\$91,025	\$97,303	\$103,580
Middle Income: 96%% - 120% of Median Household Income	\$69,384	\$79,296	\$89,208	\$99,120	\$107,050	\$114,979	\$122,909	\$130,838
100% of Median Household Income	\$57,820	\$66,080	\$74,340	\$82,600	\$89,208	\$95,816	\$102,424	\$109,032



CITY OF BAINBRIDGE ISLAND

2019 MEDIAN INCOME LIMITS BY HOUSEHOLD SIZE

BREMERTON-SILVERDALE MSA (HUD)

Maximum Income Limits by Category (BIMC 18.21.020)	Household Size							
	1	2	3	4	5	6	7	8
100% of Median Household Income	\$59,875	\$68,438	\$77,000	\$85,500	\$94,063	\$102,606	\$111,150	\$119,694
Extremely Low Income: ≤ 30% of Median Household Income	\$18,000	\$20,550	\$23,100	\$25,650	\$27,750	\$29,800	\$31,850	\$33,900
Very Low Income: 31% - 50% of Median Household Income	\$29,950	\$34,200	\$38,500	\$42,750	\$46,200	\$49,600	\$53,050	\$56,450
Low Income: 51% - 80% of Median Household Income	\$47,900	\$54,750	\$61,600	\$68,400	\$73,900	\$79,350	\$84,850	\$90,300
Moderate Income: 81% - 95% of Median Household Income	\$56,881	\$65,016	\$73,150	\$81,225	\$89,359	\$97,476	\$105,592	\$113,709
Middle Income: 96% - 120% of Median Household Income	\$71,850	\$82,126	\$92,400	\$102,600	\$112,876	\$123,127	\$133,380	\$143,633



CITY OF BAINBRIDGE ISLAND

2020 MEDIAN INCOME LIMITS BY HOUSEHOLD SIZE

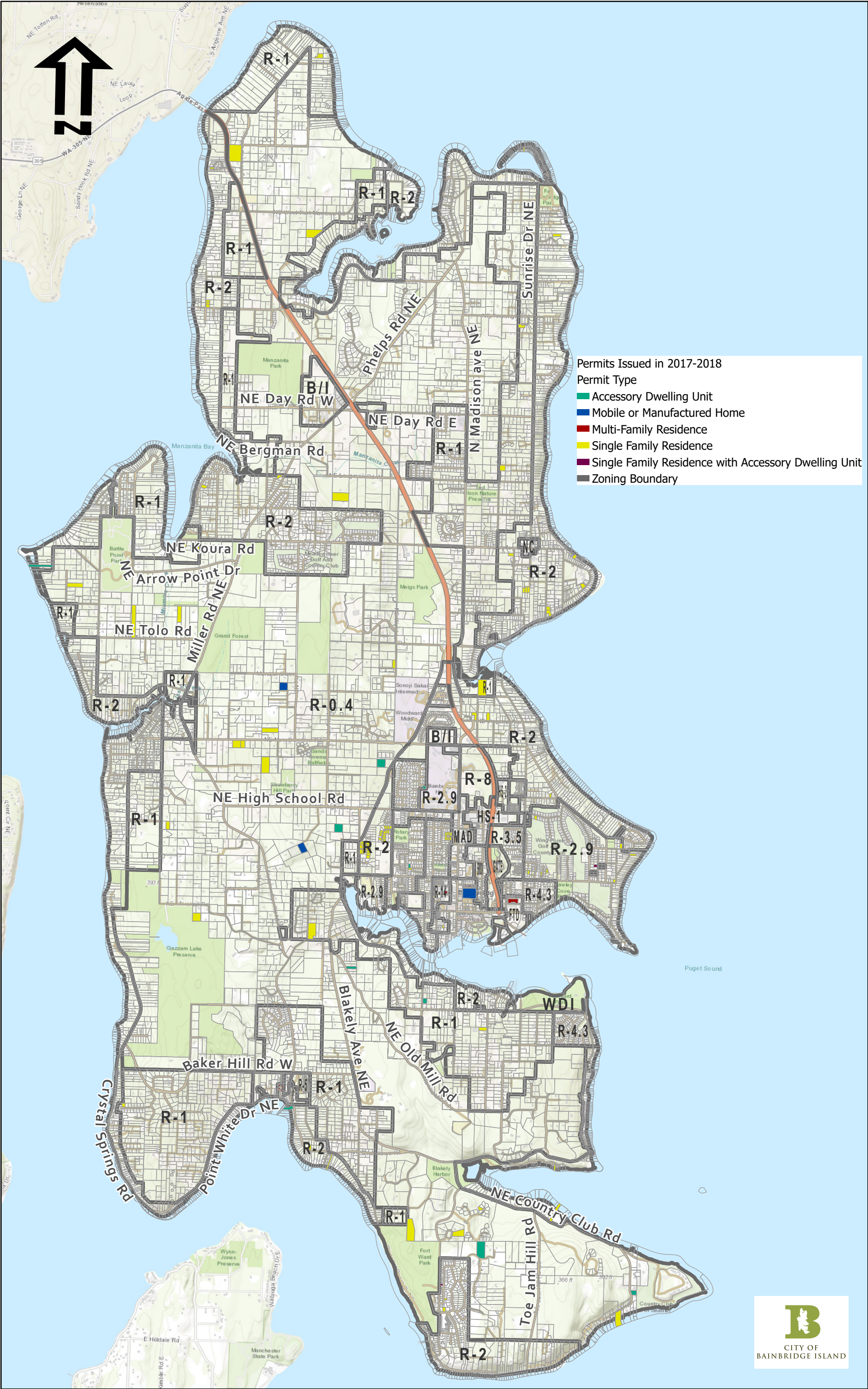
BREMERTON-SILVERDALE MSA (HUD)

Maximum Income Limits by Category (BIMC 18.21.020)	Household Size							
	1	2	3	4	5	6	7	8
100% of Median Household Income	\$64,190	\$73,360	\$82,530	\$91,700	\$99,036	\$106,372	\$113,708	\$121,044
Extremely Low Income: ≤ 30% of Median Household Income	\$19,250	\$22,000	\$24,750	\$27,500	\$29,700	\$31,900	\$34,100	\$36,300
Very Low Income: 31% - 50% of Median Household Income	\$32,100	\$36,700	\$41,300	\$45,850	\$49,550	\$53,200	\$56,900	\$60,550
Low Income: 51% - 80% of Median Household Income	\$51,350	\$58,700	\$66,050	\$73,350	\$79,250	\$85,100	\$91,000	\$96,850
Moderate Income: 81% - 95% of Median Household Income	\$60,981	\$69,692	\$78,404	\$87,115	\$94,084	\$101,053	\$108,023	\$114,992
Middle Income: 96% - 120% of Median Household Income	\$77,028	\$88,032	\$99,036	\$110,040	\$118,843	\$127,646	\$136,450	\$145,253

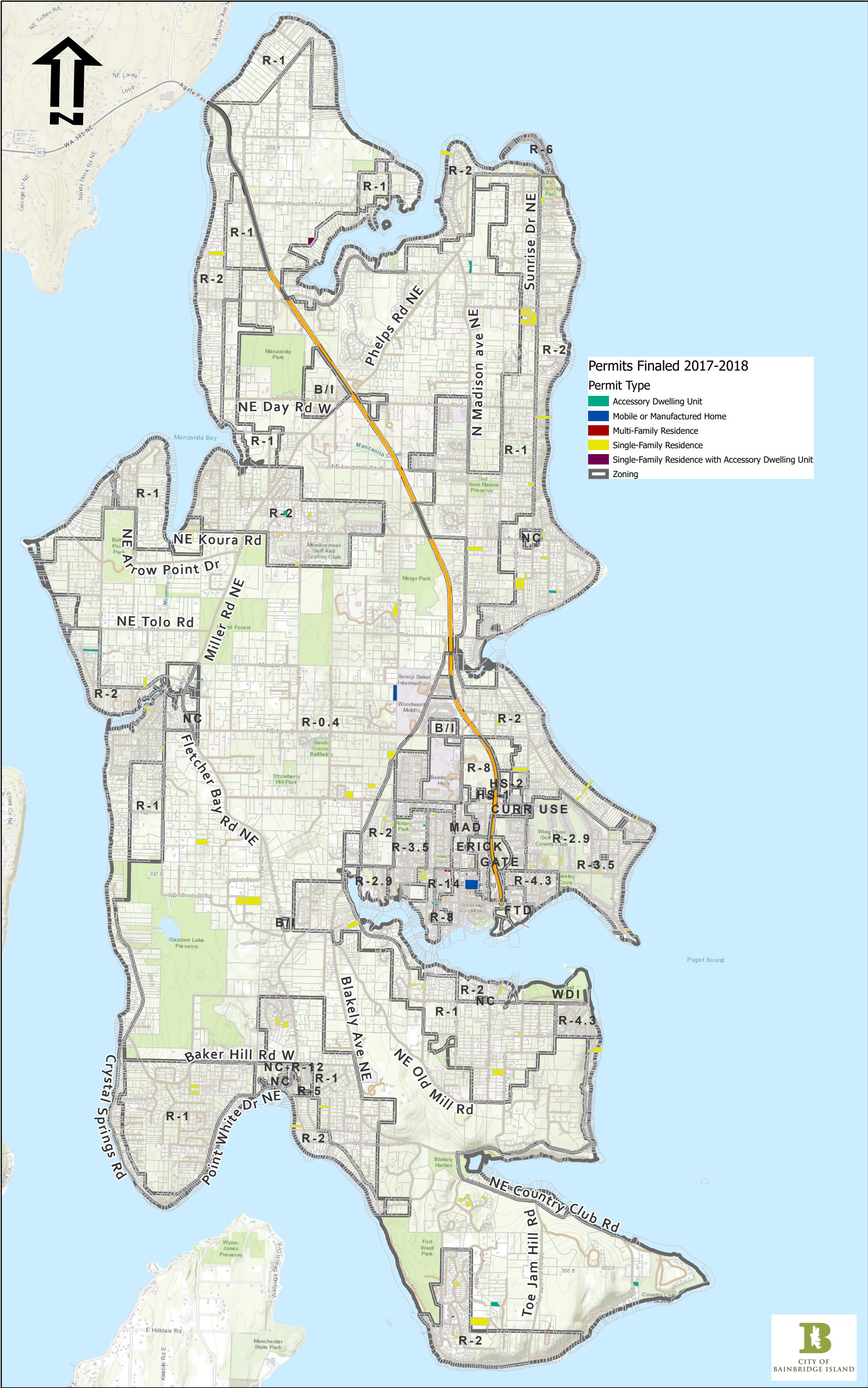
Maps Showing Residential Permits Issued and Finaled in 2017-2018 and 2019-2020

- Citywide
- Mixed Use Town Center (MUTC) and High School Road Zones
- Lynwood Center Area

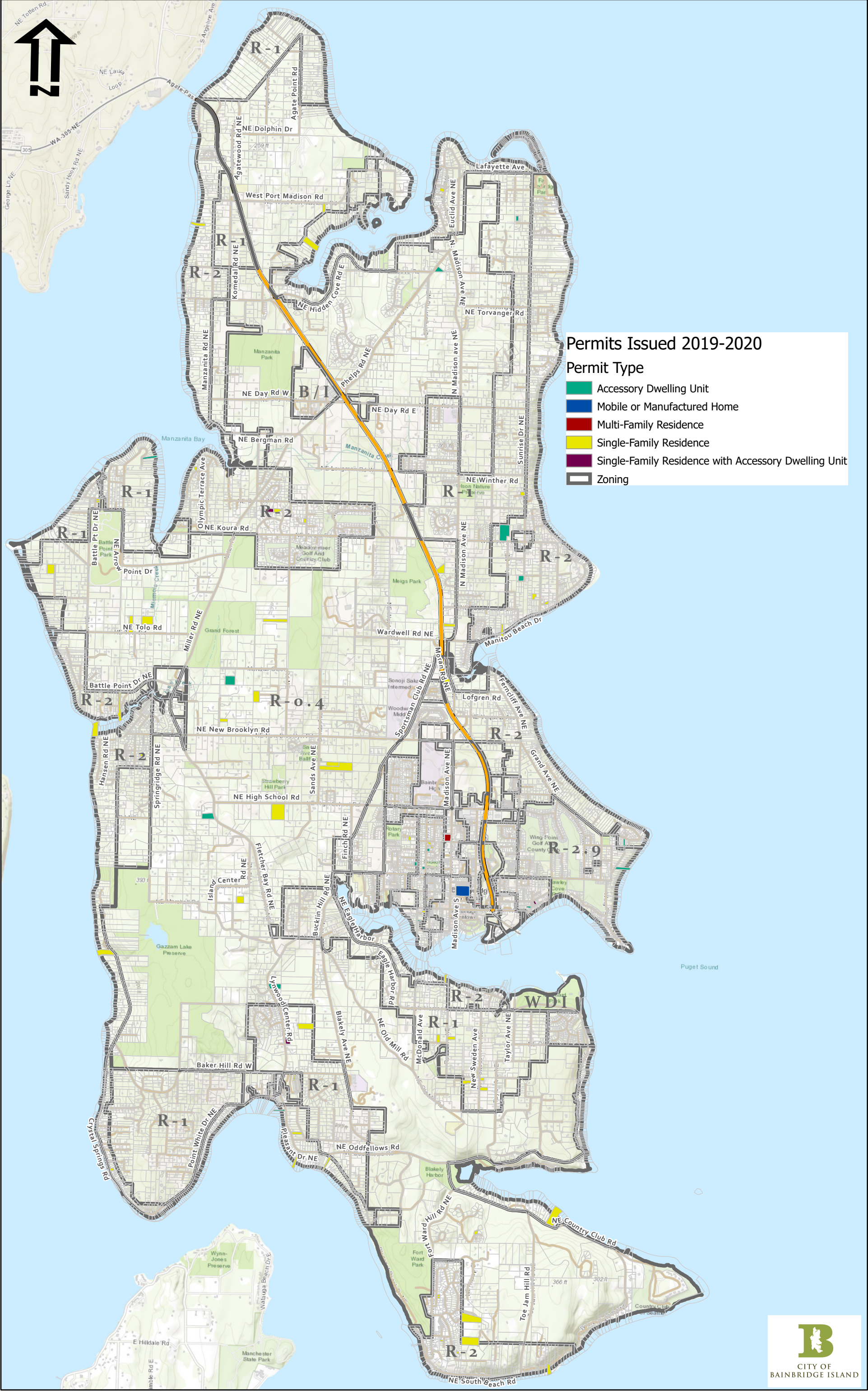
Residential Permits Issued in 2017-2018



Residential Permits Finaled 2017-2018



Residential Permits Issued 2019-2020



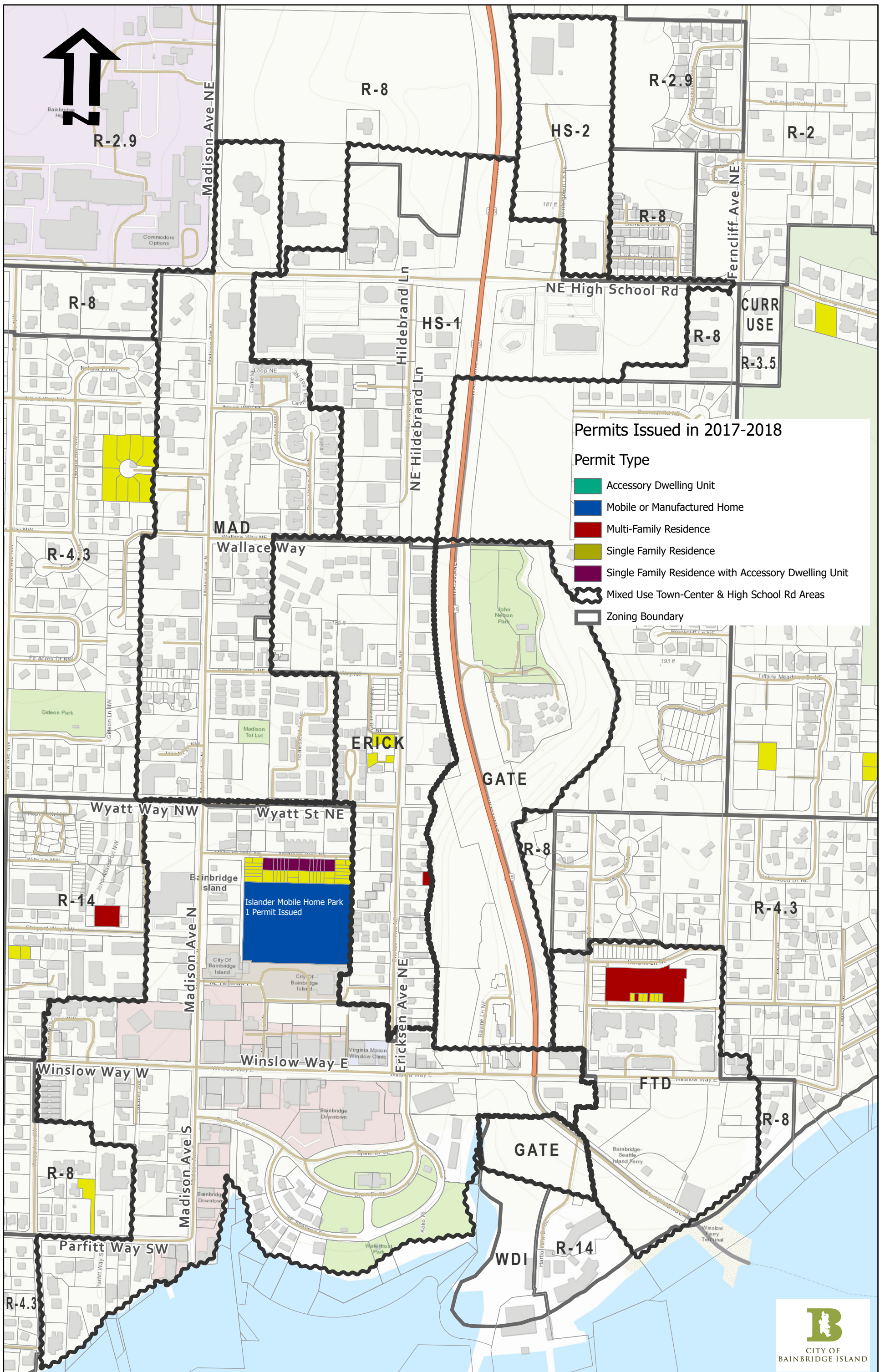
Permits Finaled in 2019-2020

Permit Type

- Accessory Dwelling Unit
- Mobile or Manufactured Home
- Multi-Family Residential
- Single Family Residential
- Single Family Residential with an ADU
- Zoning Boundary

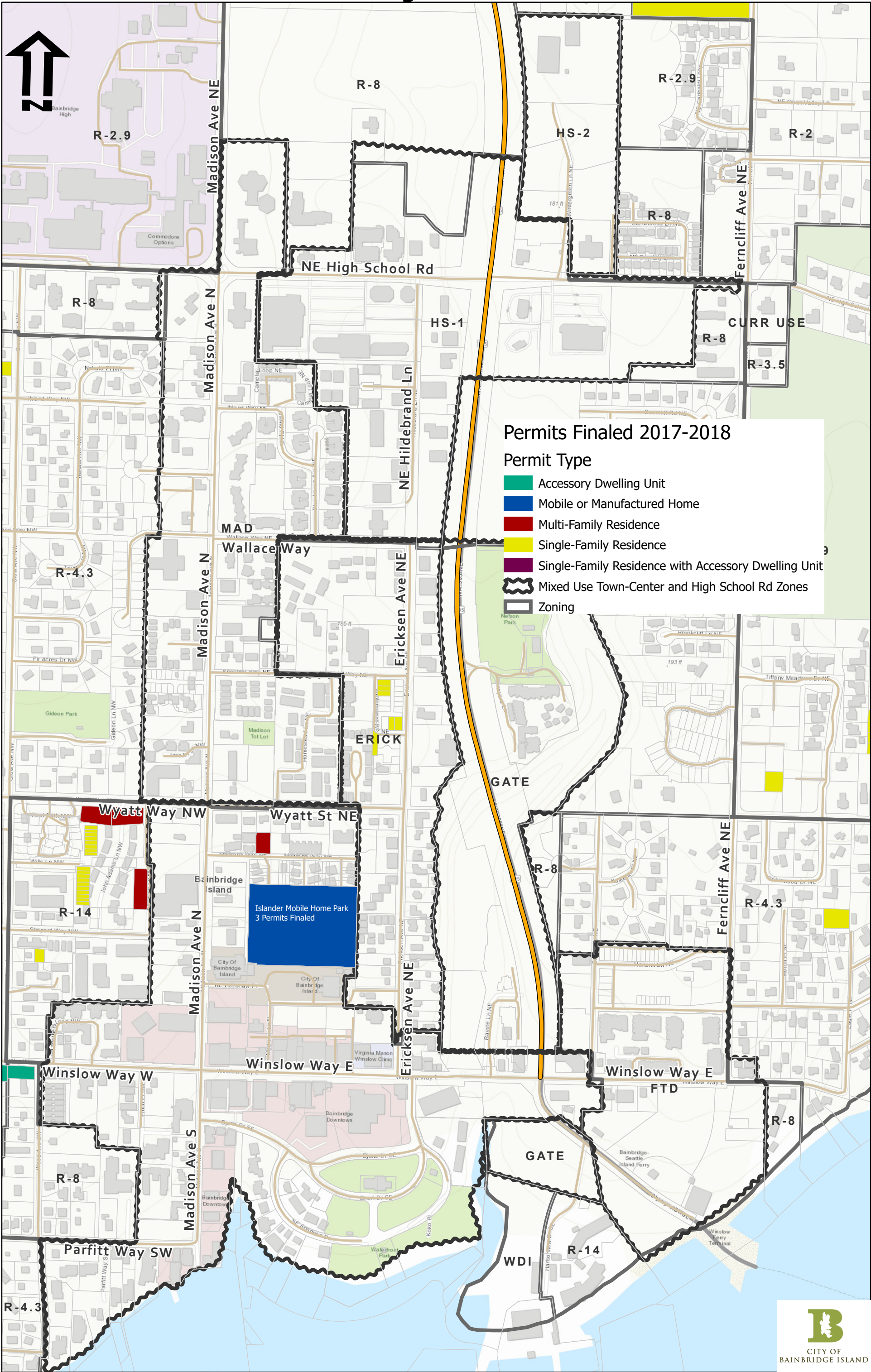
Residential Permits issued in 2017-2018

MUTC and High School Rd Zones

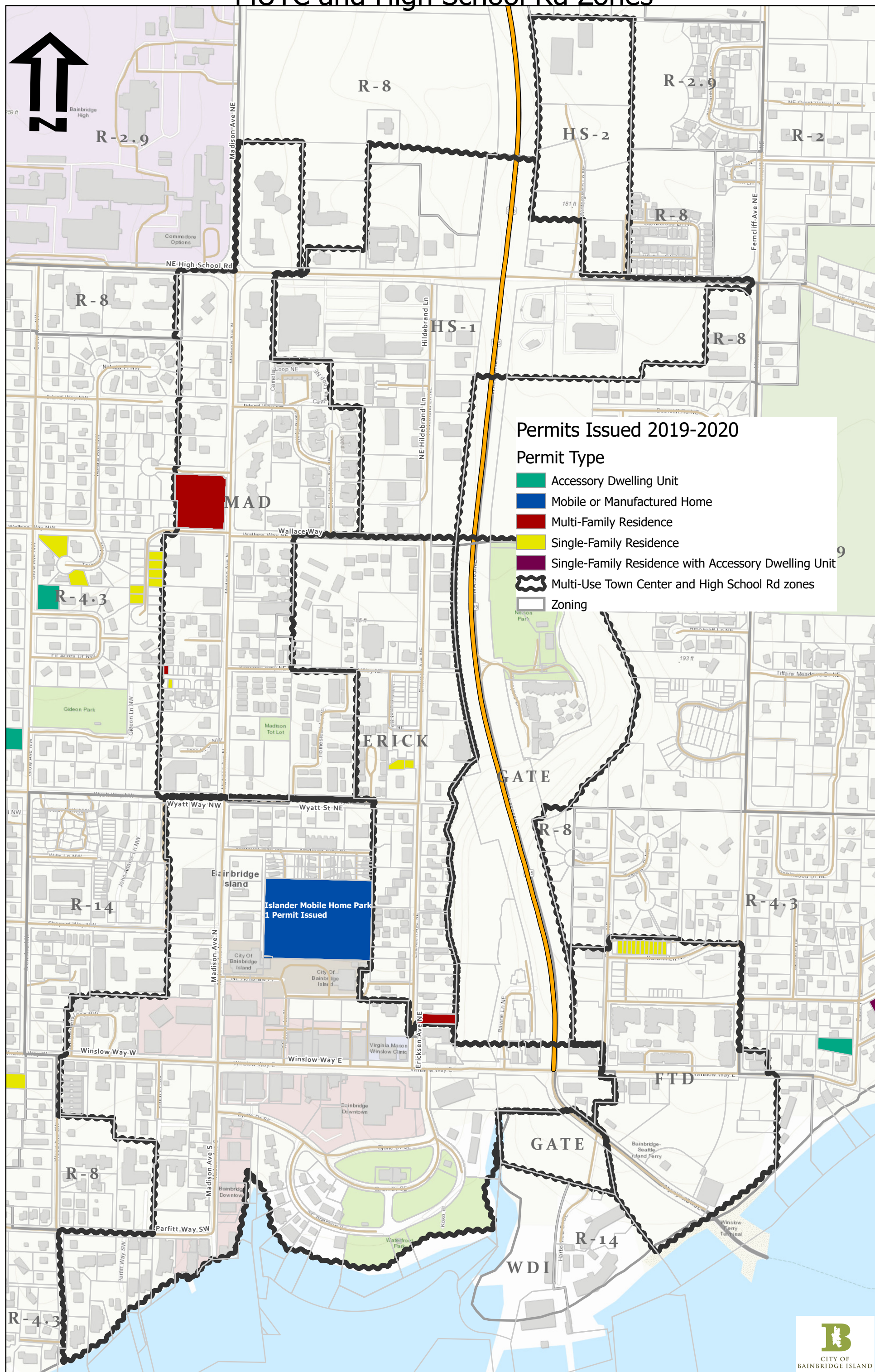


Residential Permit Finaled 2017-2018

MUTC and High School Road Zones



Residential Permits Issued in 2019-2020 MUTC and High School Rd Zones



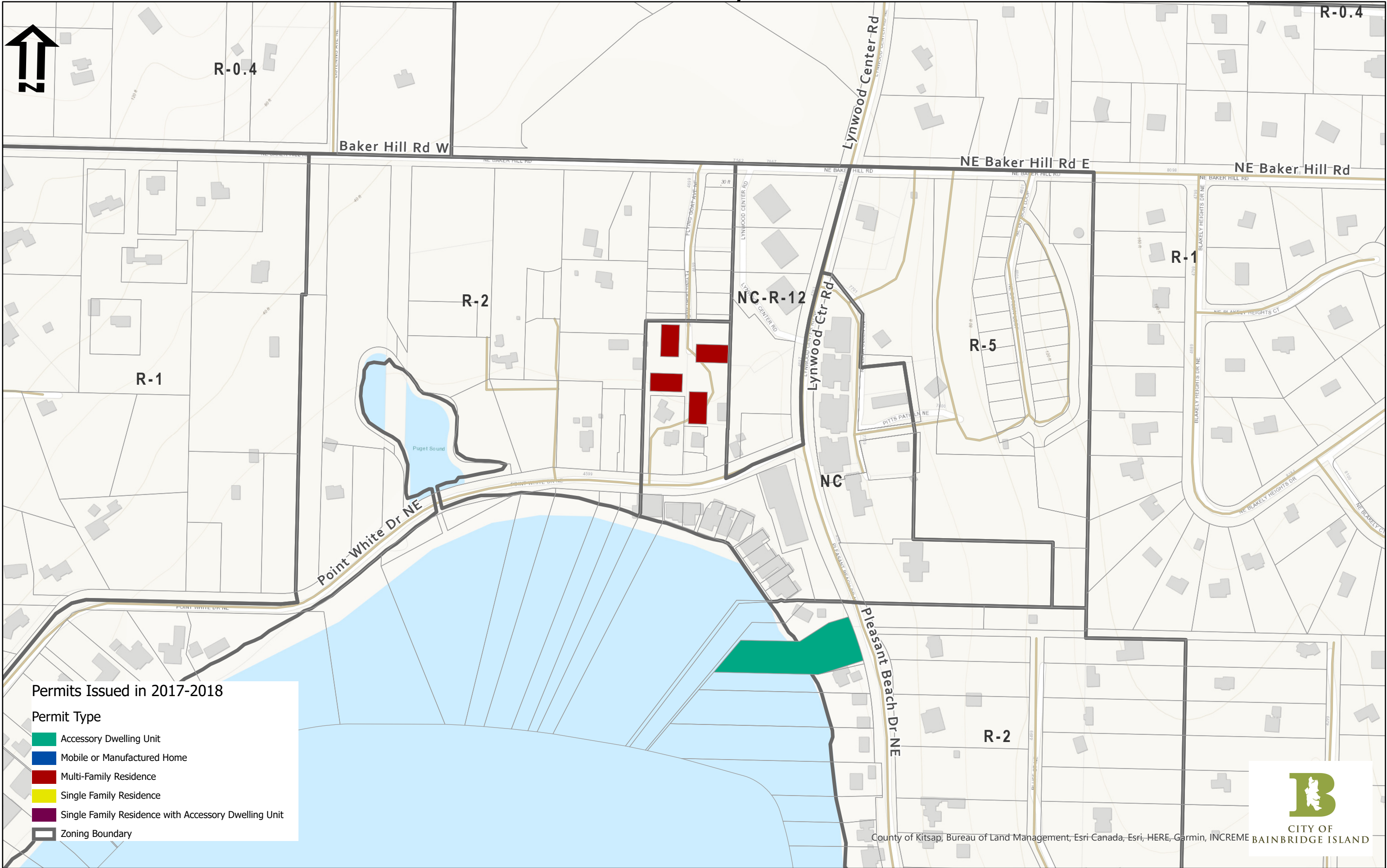
Permits Finaled in 2019-2020

Permit Type

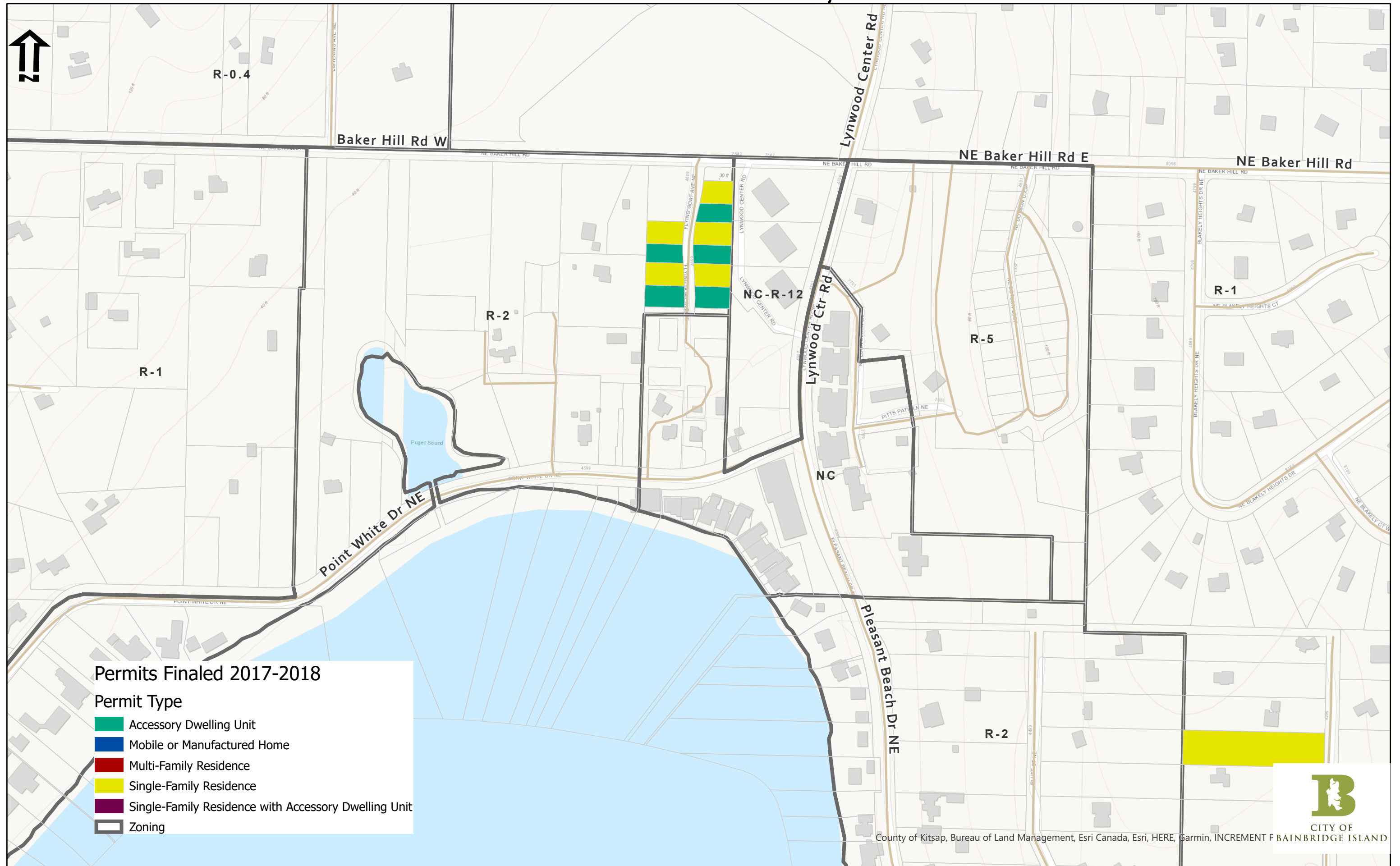
- Accessory Dwelling Unit
- Mobile or Manufactured Home
- Multi-Family Residential
- Single Family Residential
- Single Family Residential with an ADU
- Zoning Boundary
- Multi-use Town Center and High Rd zones

Islander Mobile Home Park 2 Permits Finaled

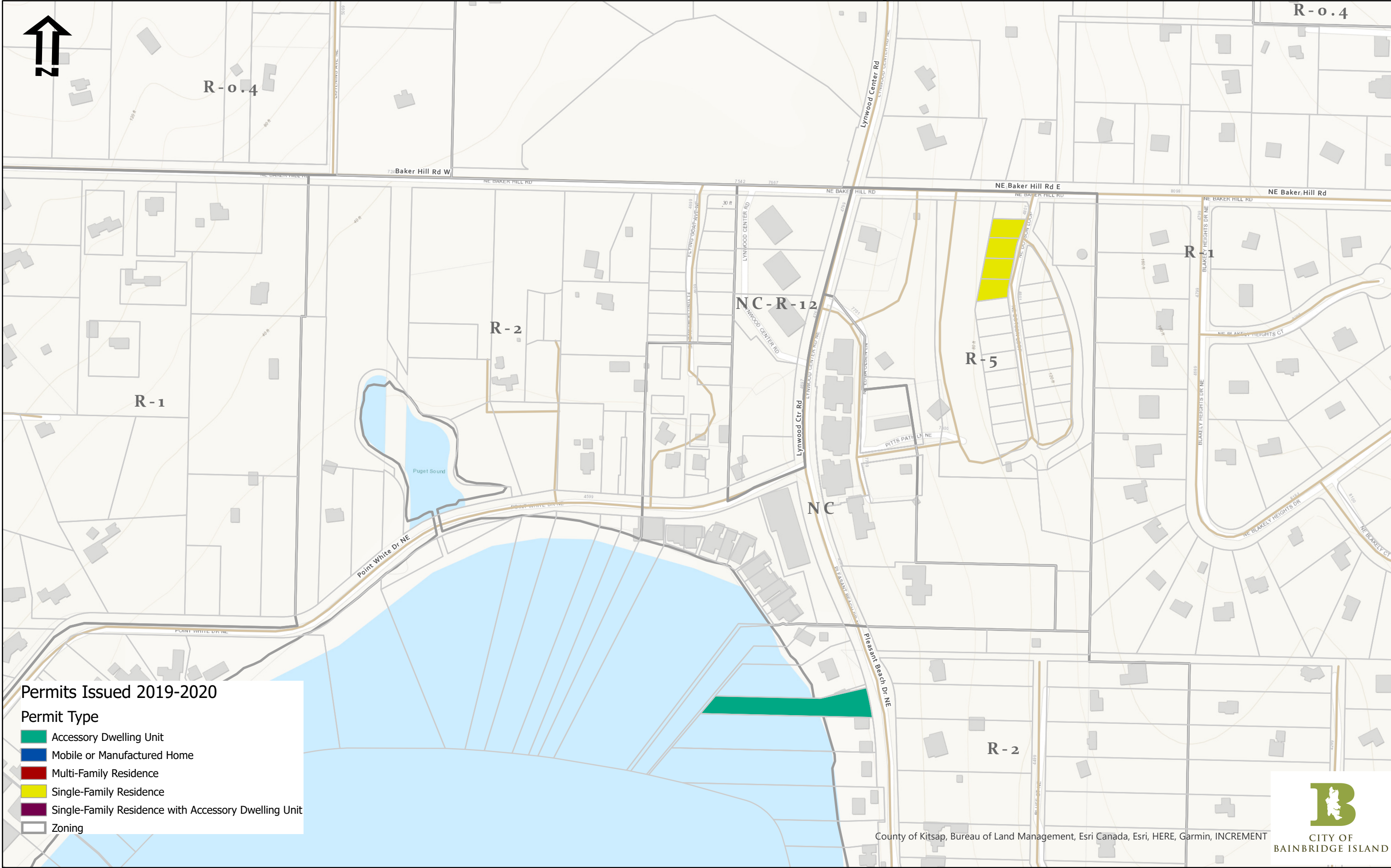
Residential Permits Issued Lynwood Center



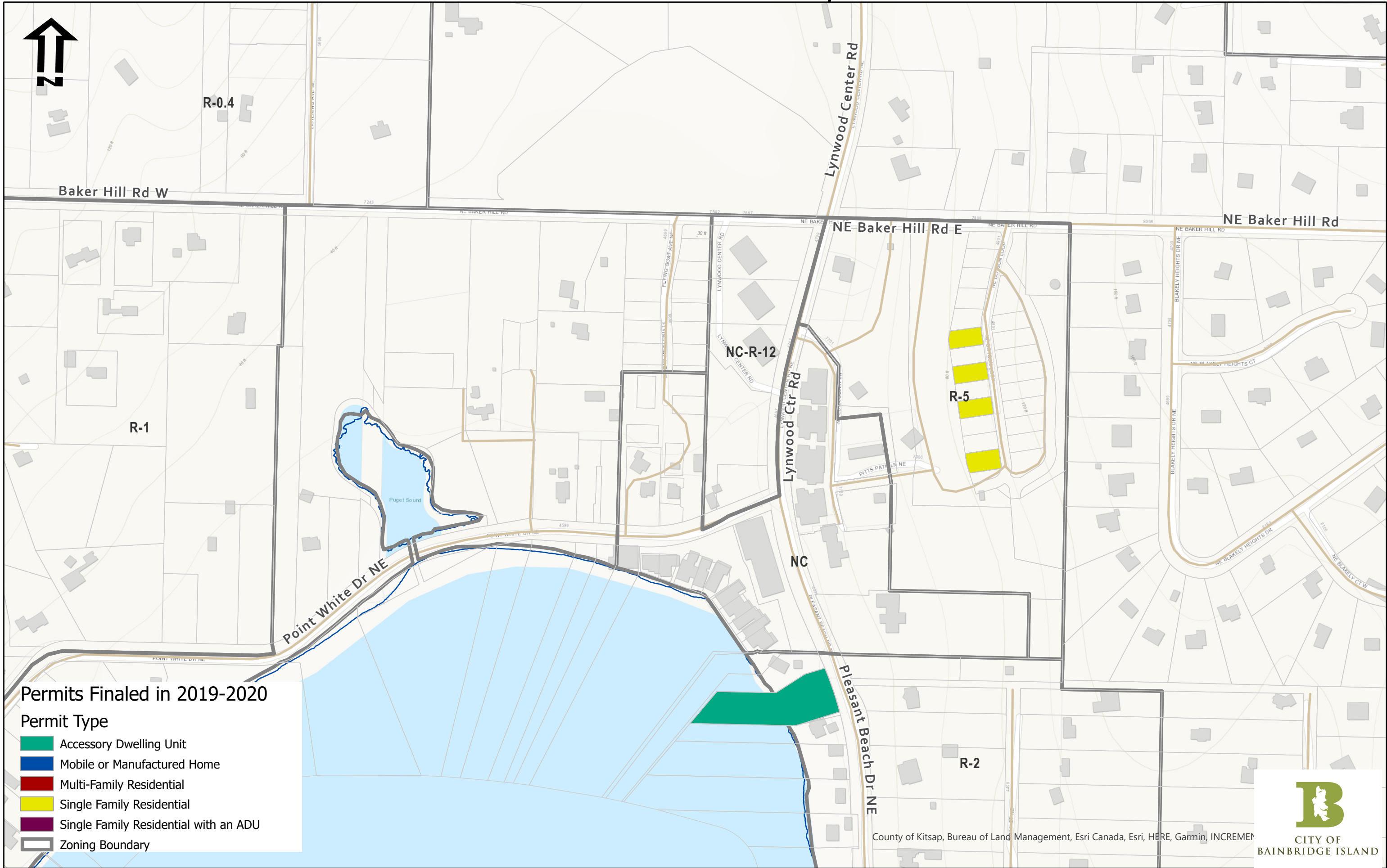
Residential Permits Finaled 2017-2018 Lynwood Center

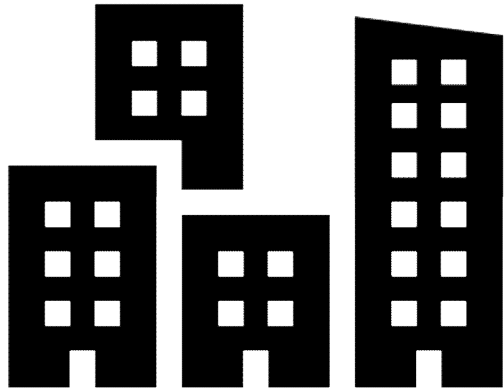


Residential Permits Issued 2019-2020 Lynwood Center



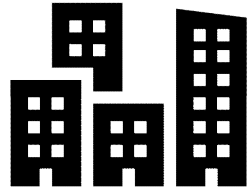
Residential Permits Finaled 2019-2020 Lynwood Center





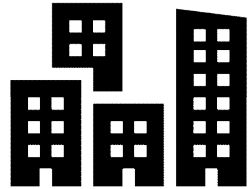
2017-2020 Housing Report

City Council
July 6, 2021



GOAL HO-2

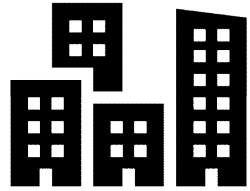
Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.



Policy HO 2.1

The Housing report shall address the following aspects of housing:

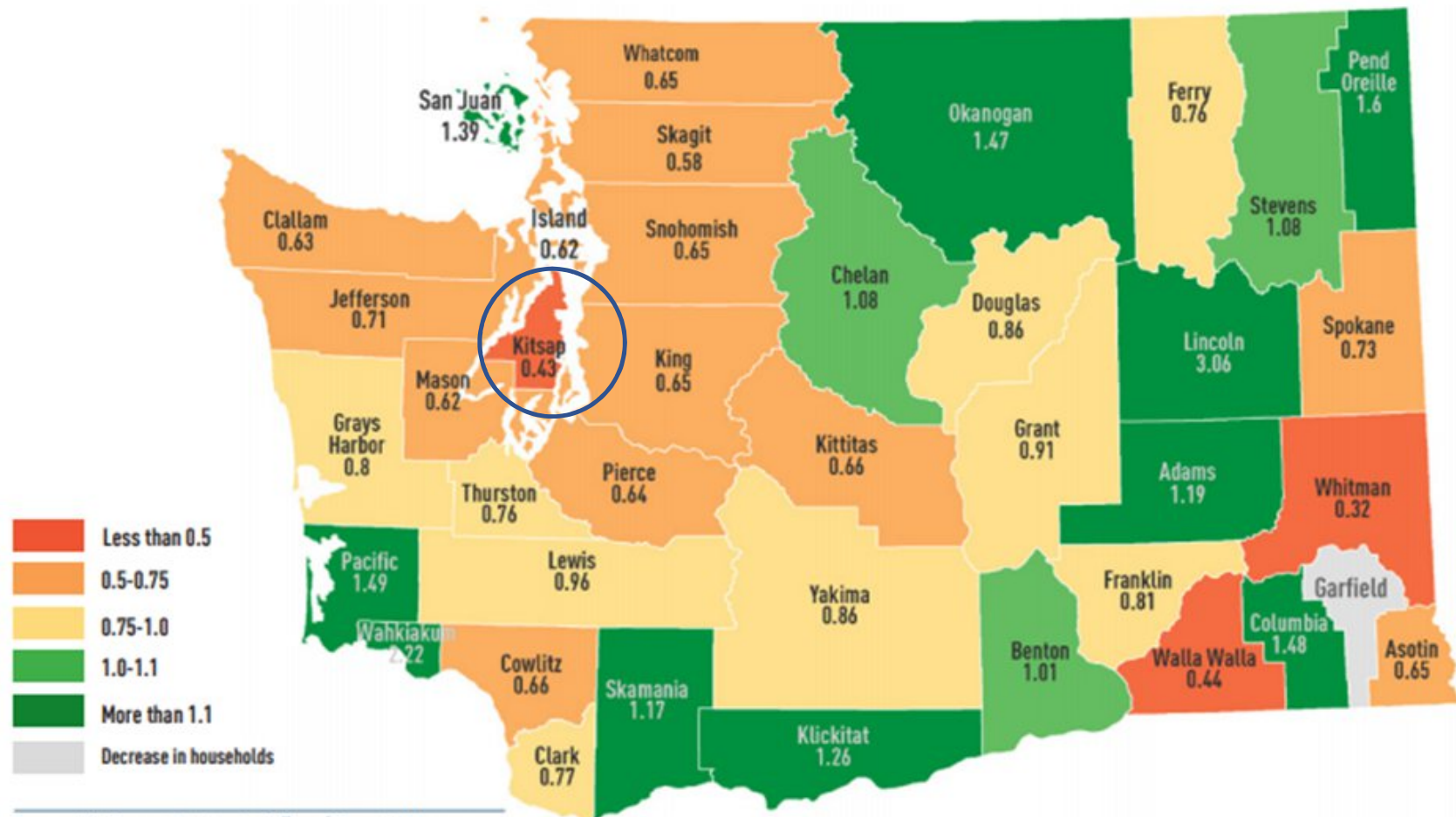
1. Housing trends in general both regionally and on Bainbridge Island.
2. The number and location of *housing types* constructed or active applications in the permit process in the preceding two years.
3. An evaluation of the effectiveness of the City's measures and identification of additional or revised measures or targets.
4. The vacancy rate for rental apartments.
5. The number of cost burdened and extremely cost burdened households.
6. The status of efforts to address housing needs at the regional level.
7. The housing availability for special needs or difficult to serve populations.
8. The condition of the local housing market and the number of new housing units publicly and privately funded.
9. The use of density bonuses and the number of for-purchase *affordable housing* units provided in new developments.
10. A description of the various initiatives supporting *affordable housing* including activities of community non-profit organizations and local and regional entities.
11. Programs of housing repair and renovation that improve accessibility.
12. An analysis of how property taxes impact housing affordability.
13. If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.



1. Housing trends in general both regionally and on Bainbridge Island.
 - Rapidly rising housing prices
 - Low inventory of homes for sale
 - Almost 0% vacancy rate for rental housing
 - Household formation > New housing built

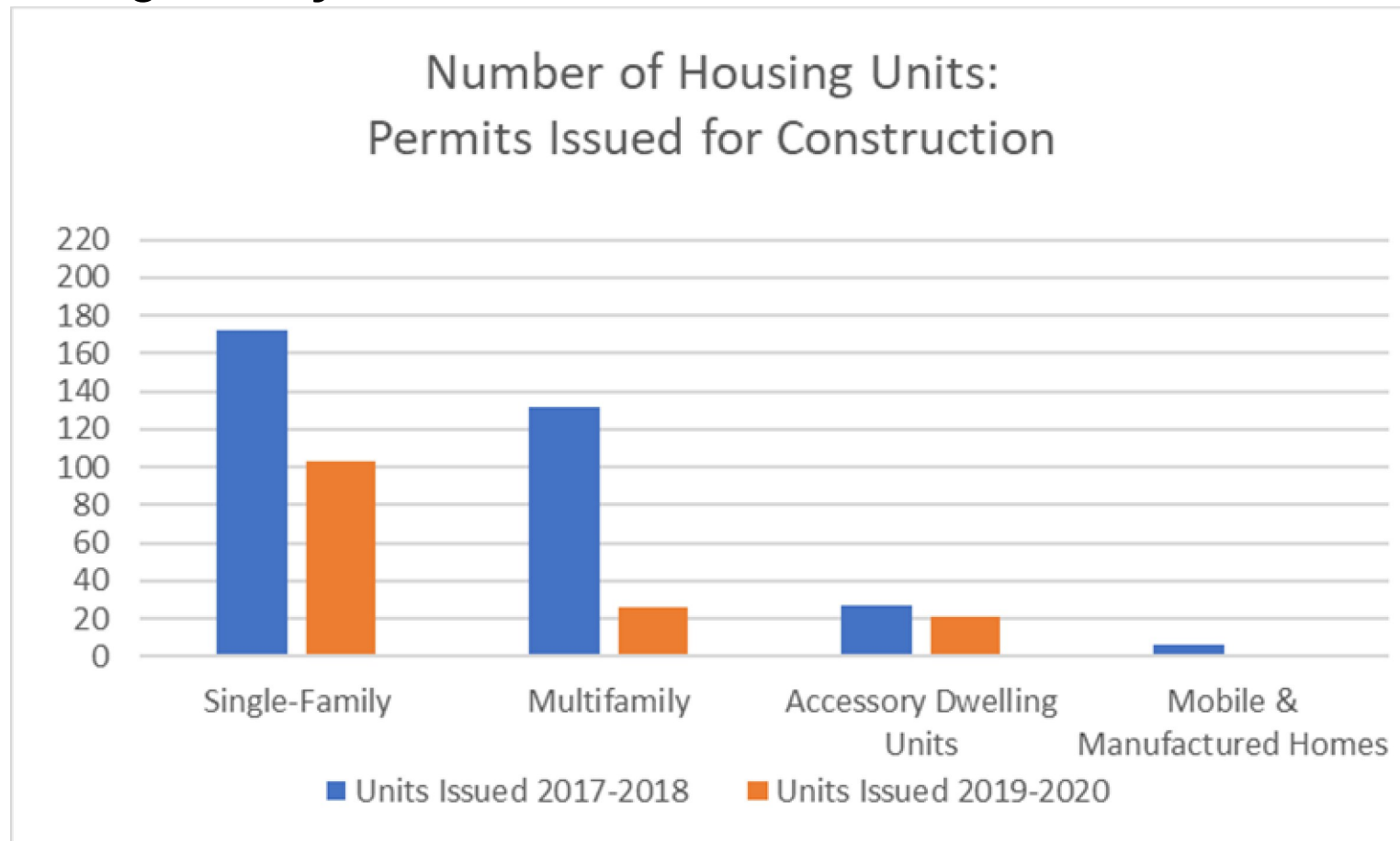
8. The condition of the local housing market and the number of new housing units publicly and privately funded.
 - Zero publicly funded housing units constructed or planned

COUNTY-LEVEL RATIO OF HOUSING UNITS VS. HOUSEHOLD FORMATION (2010-2017)

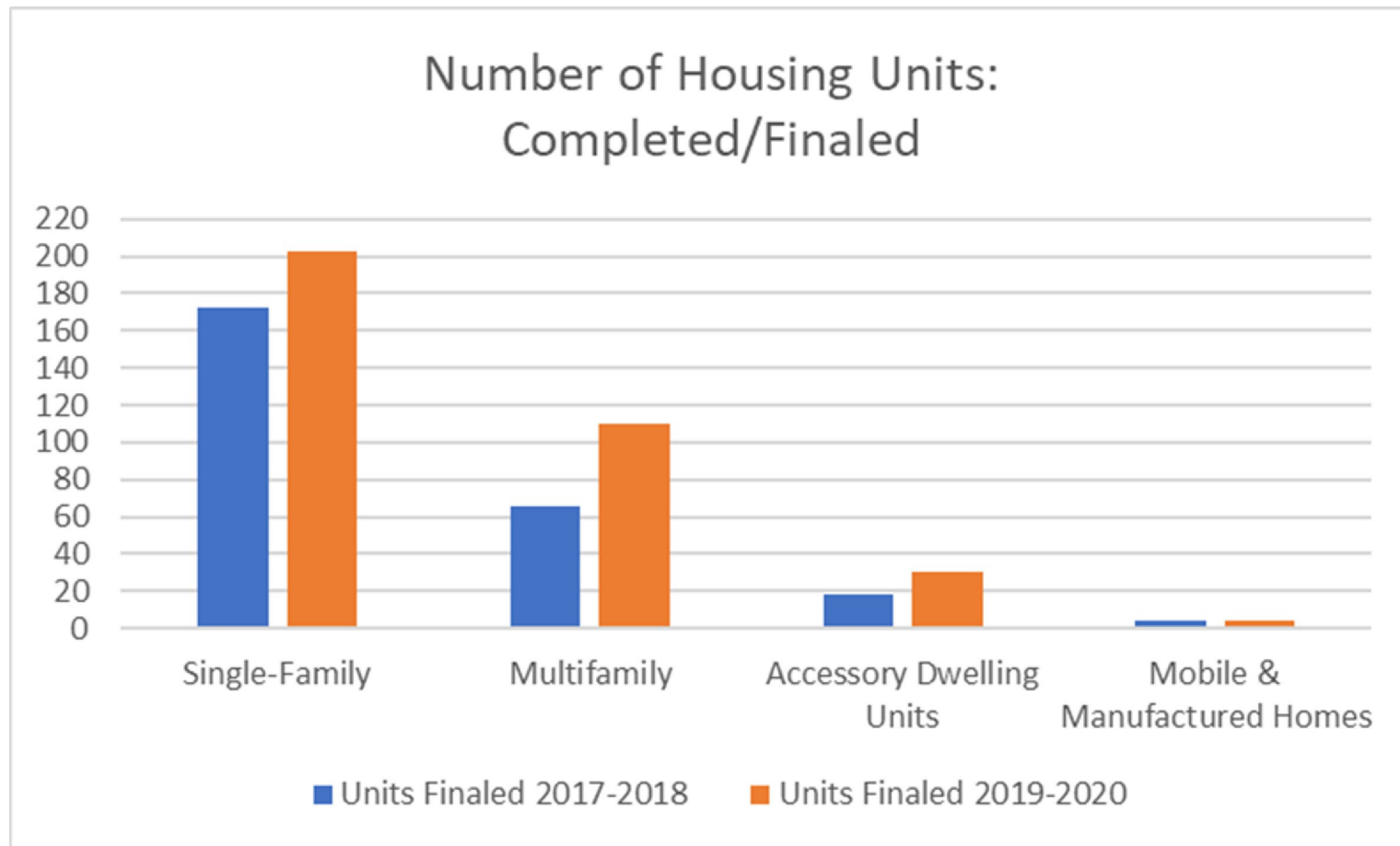


Source: U.S. Census, Washington Office of Financial Management

2. The number and location of housing types constructed or active applications in the permit process in the preceding two years.



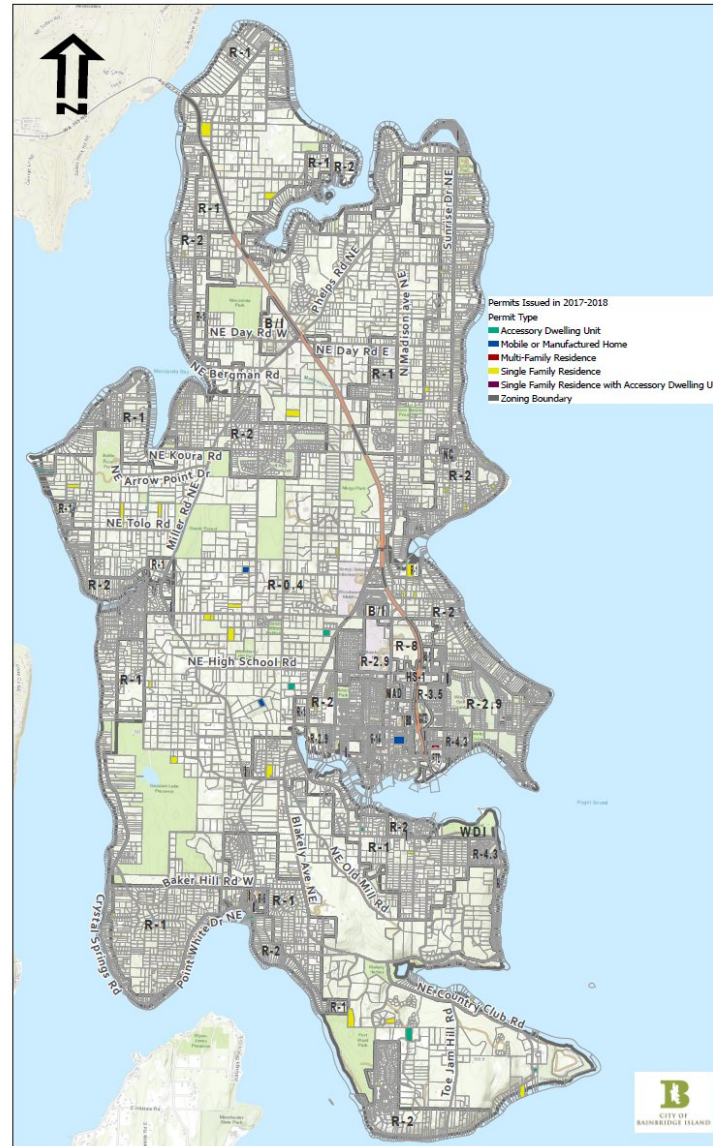
2. The number and location of housing types constructed or active applications in the permit process in the preceding two years.



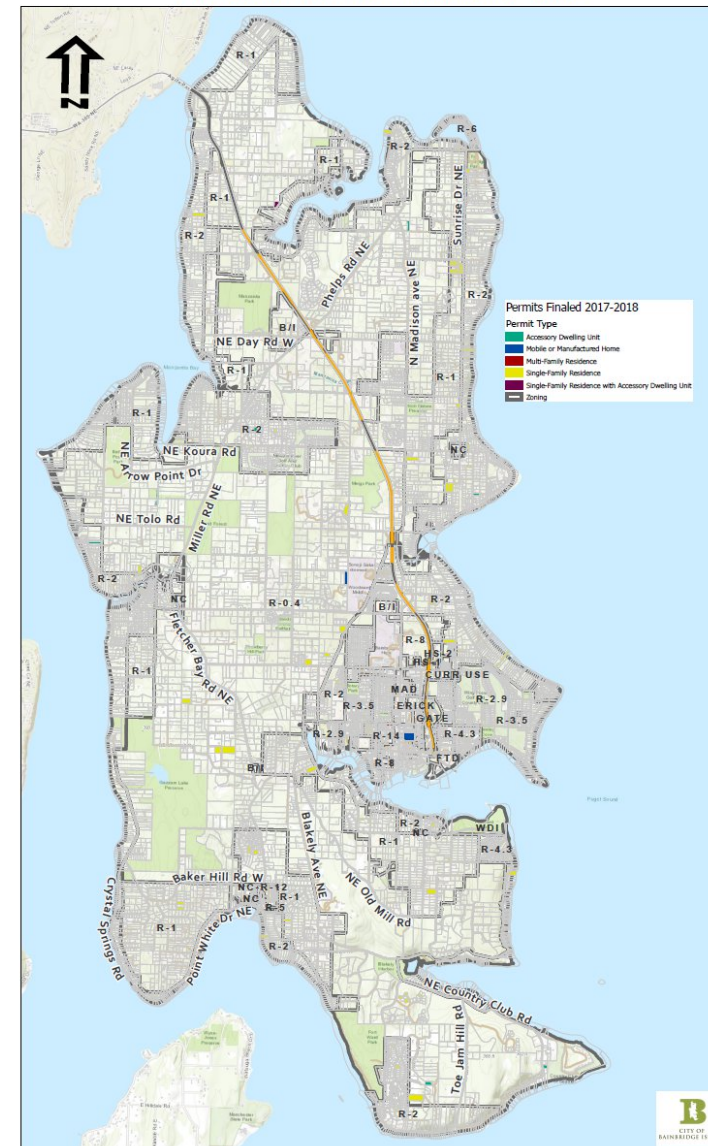
2. The number and **location** of housing types constructed or active applications in the permit process in the preceding two years.

Additional Maps in Report Appendices

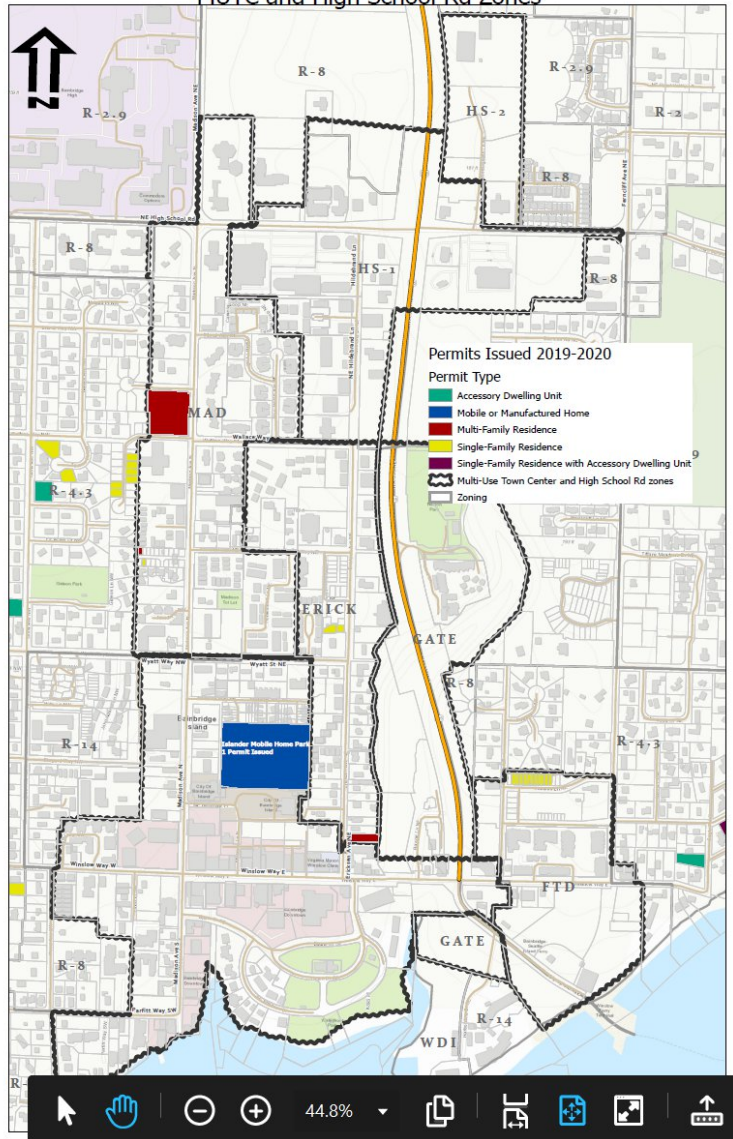
Residential Permits Issued in 2017-2018



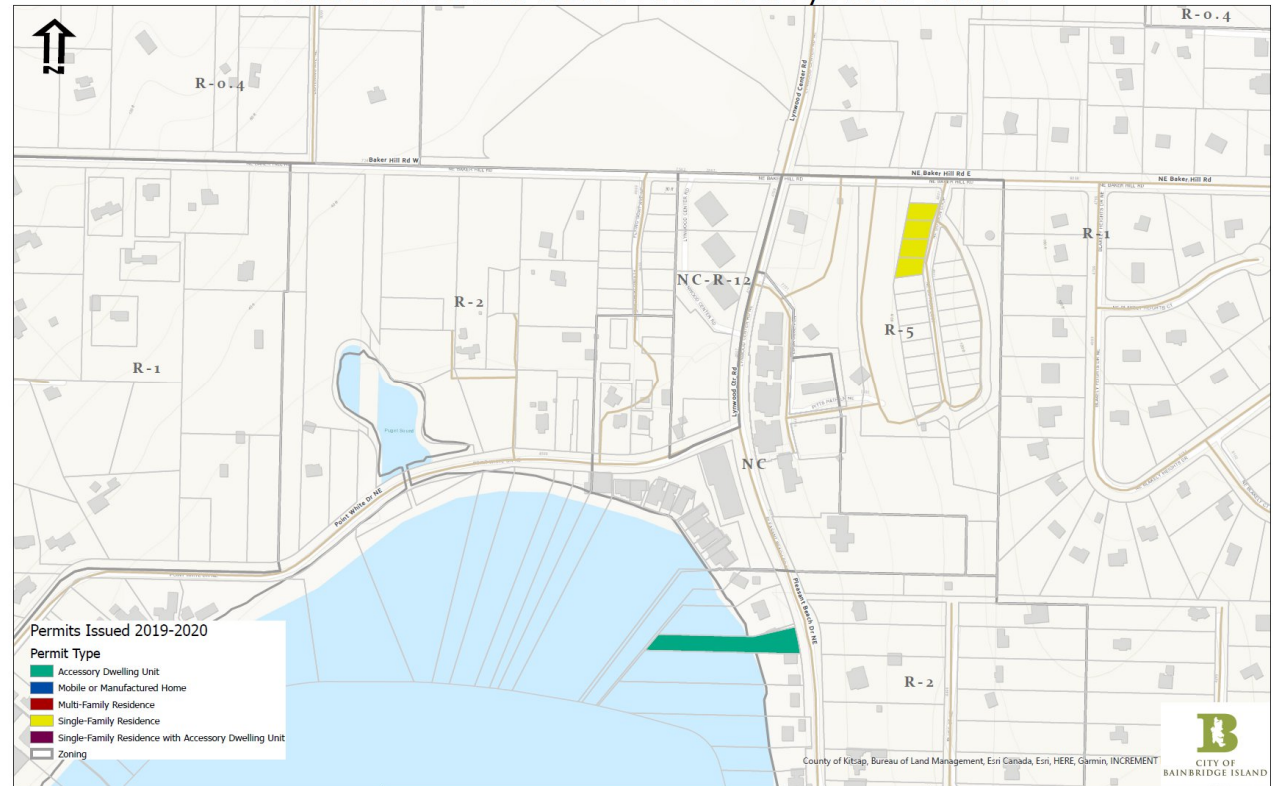
Residential Permits Finaled 2017-2018

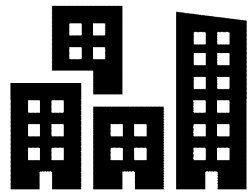


Residential Permits Issued in 2019-2020
MUTC and High School Rd Zones



Residential Permits Issued 2019-2020 Lynwood Center

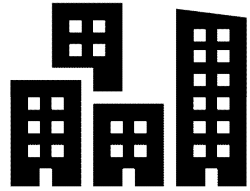




3. An evaluation of the effectiveness of the City's measures and identification of additional or revised measures or targets.

9. The use of density bonuses and the number of for-purchase *affordable housing* units provided in new developments.

	# of Affordable Housing Units/Lots	
Affordable Housing Program	2005-2016	2017-2020
Voluntary Inclusionary Zoning	2 lots (unbuilt)	0
Housing Design Demonstration Project	40 ownership units built	5 units built (4 rental, 1 ownership) 2 ownership units in permit review



4. The vacancy rate for rental apartments.

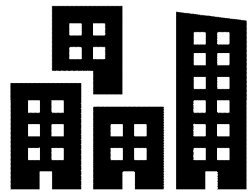
- 4.2% in 2018. *CoStar, 2018*
- 0% in 2019. *ACS 2015-2019*



5. The number of cost burdened and extremely cost burdened households.

Source: U.S. Census Bureau, 2015–2019 ACS 5-Year Estimate; *In this table, based upon available ACS information for occupied rental housing where rent is paid, severe cost burdened households mean those paying more than 35% of household income toward rent.

	# of Occupied Households	# of Cost Burdened Households	% Cost Burdened Households	# of Severely Cost Burdened Households	% Severely Cost Burdened Households
Homeowners	8036	1178	15%	820	10%
Renters paying rent	1945	*139	7%	*558	29%
Total	9981	1317	13%	1378	14%

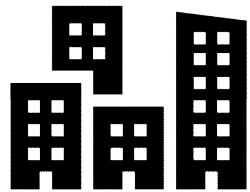


6. The status of efforts to address housing needs at the regional level.

The [Kitsap Regional Coordinating Council](#) (KRCC) convened an Ad-Hoc Affordable Housing Taskforce in January 2019. The Committee met 5 times between January and September 2019 and recommended to the KRCC Executive Board that:

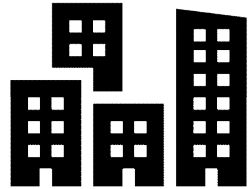
- Each jurisdiction should take action to support affordable housing for their communities.
- That the KRCC Board pass a resolution for each jurisdiction to independently implement new Washington State law HB 1406.

Ordinance 2019-37, BIMC Chapter 3.61



7. The housing availability for special needs or difficult to serve populations.

Housing on Bainbridge Island for Special Populations		
	Type	Units
Madison House	Assisted Living	53
Wyatt House	Assisted Living	42
Madrona House	Assisted Living and Memory Care	81
Winslow Manor	Independent Senior Living	39
*Finch Place Apartments	Senior/Disabled	29
*Virginia Villa	Senior/Disabled	40
*Winslow Arms	Senior/Disabled	60
*Includes units that serve low-income populations.		



10. A description of the various initiatives supporting affordable housing including activities of community non-profit organizations and local and regional entities.

[HOUSING RESOURCES BAINBRIDGE \(HRB\)](#)

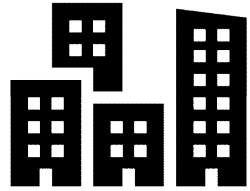
[HRB](#) is a nonprofit organization that provides affordable housing, among other programs, on Bainbridge Island.

BETHANY LUTHERAN CHURCH

The members and board at Bethany Lutheran Church have been discussing [building affordable housing on the church property](#) for several years.

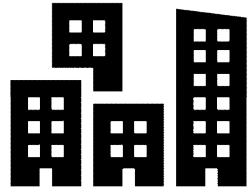
CITY OF BAINBRIDGE ISLAND INITIATIVES

- *Completed: Affordable Housing Task Force*
- *Completed: Affordable and Supportive Housing Sales and Use Tax Credit*
- *Ongoing: Improvements to the Inclusionary Zoning Program*
- *Ongoing: Multifamily Property Tax Exemption Program*
- *Ongoing: [Annual Human Service Funding](#)*
- *Suspended: City Suzuki Property Affordable Housing Project*



11. Program of housing repair and renovation that improve accessibility.

- [HRB's Independent Living Program](#) facilitates home modifications and repairs to promote safety and autonomy for income-qualified older adults and people with disabilities.
- [Housing Kitsap's Home Rehabilitation Program](#) is an assistance program available through Housing Kitsap that allows homeowners the opportunity to repair roof leaks, wiring, address health and safety concerns and weatherize affordably.



12. An analysis of how property taxes impact housing affordability.

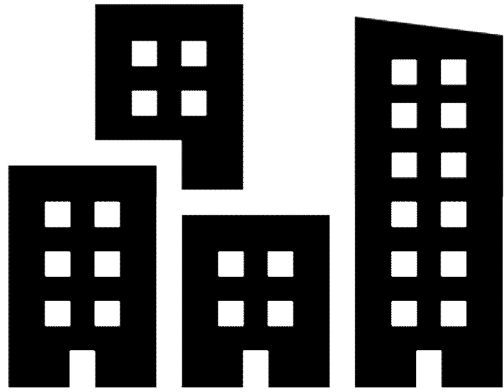
- The high total property values on Bainbridge Island result in higher total property taxes compared to nearby Kitsap County and other Kitsap cities, where property values are lower.
- Bainbridge Island voters generally approve levies and bonds p, which increases total property taxes owed.
- Over time, it may cause some residents, especially those with lower incomes, to move off-Island.
- Low-vacancy rates and low real-estate inventory means that there are practically zero affordable or even mid-range homes to buy or rent on Bainbridge Island.
- There are few opportunities to “downsize” affordably that would allow someone that could not afford high property taxes to stay living on Bainbridge Island.

13. If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.

Policy	Status
Policy HO 1.1: Decrease to 20% or less the number of cost burdened families living in rental housing (down from 40%).	On track. In 2019, there were 697 of cost burdened and severely cost burdened households rental households, 36% of total rental households. These households are overwhelmingly, 29% severely cost burdened. Therefore, although there is a reduction from 40% of rental households, or 798 households , the number of severely cost burdened households is concerning.
Policy HO 1.2: Decrease to 18% or less the number of cost burdened families owning homes (down from 34%).	On track. In 2019, there were 1998 of cost burdened and severely cost burdened households owner occupied households, 25% of total owner occupied households. There is a reduction from 34% of rental households, or 3,170 households , the number of severely cost burdened households is concerning. Cost burdened families could have moved off Island where housing prices are lower.
Policy HO 1.3: Increase rental housing units to at least 11% of total housing units (up from 7%).	On track. ACS data indicates that households that rental households made up 19% (1945) of Bainbridge Island households. This includes those renting single-family homes, not just multifamily housing such as apartments. However, only 116 multifamily rental units and 48 accessory dwelling units, were constructed between 2017-2020, out of a total of 607 total units, meaning that homeownership units are still the majority of units constructed on Bainbridge Island.

13. If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.

Policy	Status
Policy HO 1.4: Increase the Island's percentage of multifamily homes to 18% or more of all homes (up from 16%).	On track. As of 2020, multifamily homes have increased to 17.6% of total housing units. Between 2017-2020, there were 176 multifamily units completed/ finalized compared to 375 single-family homes completed or finalized.
Policy HO 1.5: Increase the number of senior housing units to 600 or more (up from 344.)	Incomplete. No increase in housing units constructed or planned for seniors since 2017.
Policy HO 1.6: Change today's 89/11% housing split between the Mixed Use Town Center and Neighborhood Centers to 80/20% by 2036.	Incomplete. Lynwood Center continues to be slowly built out, (see permit construction maps in Appendix B) however is still much less than in the MUTC zoning districts.
Policy HO 1.7: Achieve a jobs-housing balance of .8 (up from 0.59).	Incomplete. Upcoming Buildable Lands Report and Land Capacity Analysis and 2020 Census data will be used to measure the jobs-housing balance.



Questions?

HOUSING ELEMENT

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HOUSING ELEMENT INTRODUCTION

Decent and safe housing is a basic human need increasingly unavailable to many Americans, including many Bainbridge Island residents and workers. The Washington State *Growth Management Act (GMA)* provides direction for cities to address these needs in the Housing Element of the Comprehensive Plan. Many of the Plan's Guiding Principles and Policies carry this direction forward to be addressed in various Elements, including Housing.

The City's Housing Needs Assessment (HNA) documents current housing conditions on the Island and identifies trends and specific needs. The HNA is Appendix B to this Plan and adopted as a part of this Element. Many of the statistics below are excerpted from the HNA or the City's Economic Profile (Appendix A).

BAINBRIDGE ISLAND SNAPSHOT: PEOPLE AND HOUSING

Bainbridge Island's 2015 population of 23,390 is predominantly white (91%), well-educated and relatively affluent. The median household income (\$92,558) is 1.5 times the Kitsap County average. Almost 60% of residents have occupations with relatively high incomes. For example, the median wage for financial analysts, lawyers and marketing managers ranges between \$100,457 and \$122,618. Another third of Island residents work in the service sector, such as retail clerks, waiters and bank tellers have median wages between \$27,703 and \$30,972.

Over the past decade the population has experienced shifts in the age cohorts. Between 2000 and 2010 the Island's senior population (60+ years old) increased from 17% to 26%. The "young adult" cohort (between 18 and 34 years old) has declined from 15% of the Island's population in 1990 to less than 10% in 2016.

Bainbridge Island's housing stock is predominantly detached single-family homes (80% of all units) in a very low-density land use pattern that occupies about 90% of the Island's land area. The average single-family home price is just under \$700,000.

Multi-family units that constitute 16% of the housing stock are now concentrated in Winslow and Lynwood Center. While the *designated centers* total about 10% of the Island's land area, a significant portion of that area is occupied by commercial uses with no residential component. Rental apartments make up less than 7% of total housing units on the Island. Very few rental units have been built on the Island in the last decade which partly accounts for a vacancy rate of 1.5%, well below the 5% rate typical of well-functioning rental markets

GMA GOAL AND REQUIREMENTS FOR HOUSING

The GMA recognizes the importance of planning for adequate housing by requiring it as an element in Comprehensive Plans. Housing is addressed in one of the 14 major goals:

"Housing. Encourage the availability of *affordable housing* to all economic segments of the population of this state, promote a variety of densities and *housing types*, and encourage preservation of existing housing stock."

RCW 36.70A.020(4)

The requirements for a housing element mandated by the GMA include:

“A housing element recognizing the vitality and character of established *neighborhoods* that: a) includes an inventory and analysis of existing and projected housing needs; b) includes a statement of goals, policies, and objectives for the preservation, improvement, and development of housing; c) identifies sufficient land for housing, and group homes and foster care facilities; and d) makes adequate provisions for existing and projected needs of all economic segments of the community.”

RCW 36.70A.070(2)

HOUSING NEEDS

The Housing Needs Assessment for Bainbridge Island includes an inventory of the amount, location and condition of the Island's housing stock and demographic and economic information about its population. It also includes an in-depth analysis of *affordable housing* needs on Bainbridge Island.



Almost 34% of individuals and families at all income levels who live in owner-occupied housing units are cost burdened meaning they spend over 30% of their income on housing. Almost 40% of individuals and families at all income levels who live in renter-occupied housing units are cost burdened. The majority (around 28%) of these residents have an annual income between zero and \$34,999.

This means that as of 2012, 569 renters on the Island that have an income of \$34,999 or less are housing cost burdened. This is concerning as lower income cost burdened households are more likely to have to choose between housing costs and other necessities.

The HNA analysis of Workforce Housing Affordability indicates that there is a gap in housing affordable for the Island's workforce in service professions (e.g., restaurant workers, bank tellers, retail clerks, school bus drivers). Many of these workers are obliged therefore to commute from less-expensive off-Island housing, which increases their transportation costs, congestion on SR 305 and greenhouse gas emissions.

Bainbridge Island's jobs/housing balance is 0.59 jobs for every housing unit, making it a "bedroom community." The Puget Sound Regional Council suggests that housing-rich neighborhoods add employment in order to increase economic opportunities for current residents.

Market forces alone will not address the urgent housing needs facing Bainbridge Island. In the face of daunting circumstances, the City aspires to an ambitious Vision of its future and commits to an innovative, aggressive and multi-faceted housing strategy. The City's success in achieving the housing Vision will also depend upon achieving the policy objectives identified in the Land Use, Transportation, Economic and Environmental Elements of this Plan.

HOUSING VISION 2036

Bainbridge Island in the year 2036 provides a broad diversity of housing. The broadest variety of *housing types* including rental homes, exists within the compact, walkable, transit-served, mixed-use *designated centers*. These include small detached homes on small lots, attached and detached *accessory dwelling units*, *cottage housing*, common-wall duplexes, triplexes and row houses, and stacked units on the upper floors of mixed-use, mid-rise buildings.

The residential *land use* pattern outside of *designated centers* remains at much lower densities and constitutes almost 90% of the Island's area. Houses built in the previous twenty years in the vicinity of designated centers and elsewhere in the Open Space Residential zones are compact, energy-efficient and well-integrated in their landscape. Typical *housing types* in these areas include detached houses on lots of various sizes, attached and detached *accessory dwelling units* and *conservation villages*.

Some combination of appropriately zoned land, regulatory incentives, financial subsidies and innovative planning techniques will be necessary to make adequate provisions for the needs of all segments of the population, but particularly middle and lower income persons.

GOALS & POLICIES

GOAL HO-1

Make steady progress toward the following aspirational targets for increasing the diversity of *housing types* and the supply of *affordable housing*.

Policy HO 1.1

Decrease to 20% or less the number of cost burdened families living in rental housing (down from 40%).

Policy HO 1.2

Decrease to 18% or less the number of cost burdened families owning homes (down from 34%).

Policy HO 1.3

Increase rental housing units to at least 11% of total housing units (up from 7%).

Policy HO 1.4

Increase the Island's percentage of *multifamily* homes to 18% or more of all homes (up from 16%).

Policy HO 1.5

Increase the number of *senior housing units* to 600 or more (up from 344.)

Policy HO 1.6

Change today's 89/11% housing split between the Mixed Use Town Center and Neighborhood Centers to 80/20% by 2036.

Policy HO 1.7

Achieve a jobs-housing balance of .8 (up from 0.59).

GOAL HO-2

Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

Policy HO 2.1

The Housing report shall address the following aspects of housing:

1. Housing trends in general both regionally and on Bainbridge Island.
2. The number and location of *housing types* constructed or active applications in the permit process in the preceding two years.
3. An evaluation of the effectiveness of the City's measures and identification of additional or revised measures or targets.
4. The vacancy rate for rental apartments.
5. The number of cost burdened and extremely cost burdened households.
6. The status of efforts to address housing needs at the regional level.
7. The housing availability for special needs or difficult to serve populations.
8. The condition of the local housing market and the number of new housing units publicly and privately funded.
9. The use of density bonuses and the number of for-purchase *affordable housing* units provided in new developments.
10. A description of the various initiatives supporting *affordable housing* including activities of community non-profit organizations and local and regional entities.
11. Programs of housing repair and renovation that improve accessibility.
12. An analysis of how property taxes impact housing affordability.
13. If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.

Policy HO 2.2

Make the Biennial Housing Reports available to the public in various ways such as notice in the local newspaper, on the City's web page and on local media outlets. This Biennial Housing Report will be part of a comprehensive update of the Housing Needs Assessment in order to inform the next state-mandated update of the Comprehensive Plan in 2024.

GOAL HO-3

Promote and maintain a variety of *housing types* to meet the needs of present and future Bainbridge Island residents at all economic segments in a way that is compatible with the character of the Island and encourages more socio-economic diversity. Partner with community non-profit organizations and local and regional private and public entities in carrying out the following policies.

Policy HO 3.1

Encourage innovative zoning regulations that increase the variety of *housing types* and choices suitable to a range of household sizes and incomes in a way that is compatible with the character of existing neighborhoods. Examples of innovative approaches are *cottage housing* development, *conservation villages*, stacked or common-wall housing, *tiny houses* and *accessory dwelling units*.

Housing types are illustrated in: Figs. HO-1 through HO-3 (*detached housing*); Figs. HO-4 through HO-6 (*attached housing*); and Figs. HO-7 through HO-9 (*stacked housing*).



Fig. HO-1 Single-family Home



Fig. HO-2 Cottage Housing



Fig. HO-3 Tiny House/ADU



Fig. HO-4 Duplex



Fig. HO-5 Row House



Fig. HO-6 Zero Lot Line



Fig. HO-7 Garden Apartment



Fig. HO-8 Mixed-use, Mid-rise



Fig. HO-9 Micro Units



Fig. HO-10 Live-aboard Unit

Policy HO 3.2

Recognize that the City shares a housing and employment market as well as a transportation network with the larger region. Therefore, the City should work with the *Kitsap Regional Coordinating Council* and other regional entities to develop an equitable and effective county-wide planning policies and other strategies to locate, finance and build *affordable housing*.

Policy HO 3.3

Designate the appropriate staff or organizational entity to assist and advise the community, landowners and private and public entities about options for *affordable housing*, financing strategies and funding sources.

Policy HO 3.4

Partner with non-profit housing organizations, churches, the development community, local lending institutions, elected officials and the community at large to assist in meeting *affordable housing goals* and implementing strategies.

Policy HO 3.5

Support the efforts of community non-profit housing organizations and local and regional public and private entities in developing and managing *affordable housing* on Bainbridge Island.

Policy HO 3.6

Develop standards to encourage development of small to mid-size single-family housing units. These provisions may include a framework to permit small-unit housing development such as *tiny houses*, *micro units* and *cottage housing*.

Policy HO 3.7

Expand opportunities for infill in the residential neighborhoods of the Winslow Master Plan study area and the Neighborhood Centers. Allow the creation of small lots (e.g., in the 3,000 square foot range) as well as smaller footprint homes (e.g., under 1,200 square feet).

GOAL HO-4

Increase the supply of permanently affordable *multifamily* housing each year through the year 2036 with goals based on data provided by the Housing Needs Assessment and the City's housing reports.

Policy HO 4.1

Encourage new *multifamily* housing in a variety of sizes and forms in *designated centers*.

Policy HO 4.2

Increase the efficiency of the review process and revise development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use areas with *affordable housing*.

Policy HO 4.3

Partner with non-profit or for-profit housing sectors to create new *multifamily* housing in *designated centers* including a significant percentage of *affordable housing* through the joint or exclusive use of surplus publicly owned property or air space.

Policy HO 4.4

Partner with the for-profit sector to create *affordable housing* through the targeted use of the *multifamily* property tax exemptions in *designated centers*.

Policy HO 4.5

Remove barriers to the creation of new *multifamily* housing, particularly *affordable housing* through a variety of actions such as the adoption of regulations that “right-size” parking requirements, reduce certain *impact fees* and encourage the use of parking management programs to enable the more efficient use of parking.

Policy HO 4.6

Allow *accessory dwelling units* in all residential zones, except at Point Monroe, the Sandspit (R-6). Review and revise regulations as appropriate to create reasonable flexibility regarding development standards including lot coverage, setbacks, parking requirements and Health District requirements for water and sewage.

Policy HO 4.7

Encourage agencies whose mission is to develop *affordable housing* to create new subsidized *multifamily* rental housing by aggressively pursuing Kitsap County *Community Development Block Grant Funds*, state funds, donations from private individuals and organizations, public revenue sources and other available funding.

Policy HO 4.8

Evaluate the efficacy of existing regulations in facilitating the provision of assisted and independent living *senior housing* and take action to amend *development regulations* as needed.

GOAL HO-5

Maintain the existing stock of affordable and rent-assisted housing, in partnership with community non-profit organizations and local and regional public and private entities.

Policy HO 5.1

Develop a continuing strategy to maintain the Rural Development Agency and HUD subsidies on existing rent-assisted housing. The primary strategy shall be to support Housing Kitsap and non-profit organizations such as Housing Resources Bainbridge to purchase the units through the provisions of the 1990 Housing Act.

Policy HO 5.2

In the event of the potential loss of privately-owned subsidized housing, work with the appropriate public agencies and local non-profits to pursue the preservation of the subsidized units or relocation assistance for the residents.

Policy HO 5.3

Support water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards, and authorized moorage.

GOAL HO-6

Facilitate the provision of a diverse *affordable housing* stock in all geographic areas of the community.

Policy HO 6.1

Encourage housing created by agencies such as a community land trust.

Policy HO 6.2

In order to provide for permanently *affordable housing* pursue effective strategies to reduce the land cost component of *affordable housing* which may include alternative land use zoning, *density bonuses* and other incentives.

Policy HO 6.3

Maintain an innovative housing program and clarify or adopt new flexible permit processes in all *designated centers* to promote an increase in the supply, diversity and access to housing including *affordable housing*.

Policy HO 6.4

Create a new *conservation villages* permit process to apply outside of *designated centers* to increase housing choices including *affordable housing* and requiring *green building* practices while better conserving *open space*.

Policy HO 6.5

Develop regulations and provide incentives to construct *affordable housing* for farm workers on or near farmlands.

Policy HO 6.6

Consider the merits of programs and regulations pioneered by other communities to discourage the land, energy and natural resource consumptive pattern of large single-family homes. Adopt amendments to City programs and *development regulations* as appropriate.

Policy HO 6.7

Support the development of *livable neighborhoods*.

GOAL HO-7

Promote and facilitate the provision of rental and for-purchase housing that is affordable to *income-qualified* households with a variety of income levels.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to residents in specified income groups.

Policy HO 7.2

All income-qualified rental housing units created as a result of the policies of this Housing Element shall remain affordable to *income-qualified households* for a period of not less than 50 years from the time of first occupancy.

Policy HO 7.3

Explore measures and the merits of source-of-income discrimination controls.

GOAL HO-8

Facilitate the siting and development of housing opportunities for *special needs populations*.

Policy HO 8.1

Support the services of community non-profit organizations and local and regional public or private entities in providing shelter for temporarily homeless singles and families with children, adolescents and victims of domestic violence on Bainbridge Island.

Policy HO 8.2

Support the development of programs to meet the housing needs of the developmentally, physically and emotionally disabled within the community.

Policy HO 8.3

Support programs that provide assistance to low-income, elderly and disabled persons to repair, rehabilitate or retrofit homes to be more accessible and safe.

GOAL HO-9

Explore the use of the City's bonding capacity and pursue other resources to support the creation of *affordable housing*.

Policy HO 9.1

The City recognizes the need to provide financing assistance for *affordable housing*. Accordingly, the City will actively pursue public and private funds that may include but are not limited to, real estate excise tax, grants and other available resources.

Policy HO 9.2

The City in partnership with local agencies producing *affordable housing*, may issue a General Obligation Bond to increase the production of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.3

Consider the issuance of Limited Tax General Obligation Bonds (also called councilmanic bonds or non-voted debt) to support the development of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.4

Increase City support of the Housing Trust Fund and explore new sources of funding for the development and preservation of *affordable housing*.

Policy HO 9.5

Consider the options for making City-owned land or air-space available through long-term leases or other mechanisms for the purpose of creating income-qualified housing and support other public entities that wish to use publicly-owned land for this purpose. Take into consideration however, the full range of uses that City-owned properties may serve over the long-term.

HOUSING IMPLEMENTATION

To implement the goals and policies in this Element, the City must take a number of actions, including adopting or amending regulations, creating partnerships and educational programs, and staffing or other budgetary decisions. Listed following each action are several of the plan's goals and policies that support that action.

HIGH PRIORITY ACTIONS

HO Action #1 Set targets for increasing the supply of moderately priced and *affordable housing*, measure progress, and if insufficient progress is being made toward meeting the housing targets, determine what actions are not working and make appropriate adjustments.

GOAL HO-1

Make steady progress toward the following aspirational targets for increasing the diversity of *housing types* and the supply of *affordable housing*.

GOAL HO-2

Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

HO Action #2 Amend the City's development code to facilitate an increase in the diversity of housing types and supply of affordable housing.

Policy HO 3.6

Develop standards to encourage development of small to mid-size single-family housing units. These provisions may include a framework to permit small-unit housing development such as *tiny houses*, *micro units* and *cottage housing*.

Policy HO 4.2

Increase the efficiency of the review process and revise development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use neighborhood with *affordable housing*.

Policy HO 6.3

Maintain an innovative housing program and clarify or adopt new flexible permit processes in all *designated centers* to promote an increase in the supply, diversity, and access to housing, including *affordable housing*.

Policy HO 6.4

Create a new *conservation villages* permit processes to apply outside of *designated centers* to increase housing choices, including *affordable housing* and requiring *green building* practices, while better conserving *open space*.

HO Action #3 Partner with other jurisdictions, the development community, and non-profit organizations to increase the diversity of housing types and supply of affordable housing.

Policy HO 3.4

Partner with non-profit housing organizations, churches, the development community, local lending institutions, elected officials and the community at large to assist in meeting *affordable housing goals* and implementing strategies.

Policy HO 4.3

Partner with non-profit or for-profit housing sector to create new *multifamily* housing in *designated centers* including a percentage of *affordable housing*, through the joint or exclusive use of surplus publicly owned property or air space.

Policy HO 4.4

Partner with the for-profit sector to create *affordable housing* through the targeted use of the multifamily property tax exemptions in *designated centers*.

Policy HO 9.5

Consider the options for making City- owned land or air-space available through long-term leases or other mechanisms for the purpose of creating income-qualified housing and support other public entities that wish to use publicly-owned land for this purpose. Take into consideration however, the full range of uses that City-owned properties may serve over the long-term.

HO Action #4 Consider actions that can be taken to reduce financial barriers that inhibit the desired increase in diverse and affordable housing.

Policy HO 5.2

In the event of the potential loss of privately-owned subsidized housing, work with the appropriate public agencies and local non-profits to pursue the preservation of the subsidized units or relocation assistance for the residents.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to residents in specified income groups.

Policy HO 9.2

The City in partnership with local agencies producing *affordable housing*, may issue a General Obligation Bond to increase the production of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.3

Consider the issuance of Limited Tax General Obligation Bonds (also called councilmanic bonds or non-voted debt) to support the development of housing affordable to *households* at or below 80% of median income for Kitsap County.

HO Action #5 Create a short-term (60-90 days) citizen *affordable housing* task force to consider the revised Housing Element and provide specific recommendation for near-term action.

Policy HO 3.3

Designate the appropriate staff or organizational entity to assist and advise the community, landowners and private and public entities about options for *affordable housing*, financing strategies and funding sources.

HO Action #6 Review and revise City regulations related to permissible live-aboard capacity in City marinas.

Policy HO 5.3

Support Water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards, and authorized moorage.

MEDIUM PRIORITY ACTIONS

HO Action #7 Focus additional city and other financial resources to help increase the supply of affordable housing.

Policy HO 9.4

Increase City support of the Housing Trust Fund and explore new sources of funding for the development and preservation of *affordable housing*.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to applicants of specified income groups.

HO Action #8 Look for ways to reduce the cost of multifamily housing, particularly affordable housing.

Policy HO 4.5

Remove barriers to the creation of new *multi-family housing*, particularly *affordable housing* through a variety of actions such as the adoption of regulations that “right-size” parking requirements, reduce certain impact fees, and the encourage the use of parking management programs to enable the more efficient use of parking.

OTHER PRIORITY ACTIONS

HO Action #9 Identify ways to achieve local results with and through regional actions.

Policy HO 3.2

Recognize that the City shares a housing and employment market, as well as a transportation network, with the larger region. Therefore, the City should work with the Kitsap Regional Coordinating Council and other regional entities to develop equitable and effective county-wide planning policies and other strategies to locate, finance and build *affordable housing*.



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: July 6, 2021

ESTIMATED TIME: 60 Minutes

AGENDA ITEM: (6:50 PM) Discuss Transfer of Development Rights (TDR) Program,

SUMMARY: The City Council is being asked if it wants to resume the work to develop a high functioning TDR Program, whether ECONorthwest should be engaged to complete this work, and to confirm that the focus of the work at this time will be to determine the TDR exchange rate.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: Consider whether to resume the work program to resume the development and implementation of the City of Bainbridge Island's TDR Program, and whether to engage ECONorthwest as the consultant for this assignment.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: In June of 2018, the City engaged the firm of ECONorthwest to conduct an economic analysis of Transferable Development Rights (TDR). This engagement for \$87,500 contained a number of component tasks to advance the implementation of a TDR Program and an inclusionary zoning program in support of the City's affordable housing goals. (See the attached 2018 Agreement for Professional Services.) Near the end of 2018 and the commencement of 2019, the agreement with ECONorthwest was amended to add tasks, which were focused on inclusionary housing and the multifamily property tax exemption (MFTE). The fee for the engagement was increased by \$34,900 for a total fee of \$122,400. (Please see attachment.)

Around February 2020, the City Council requested that staff return with information related to TDR implementation. In April, the consultant, ECONorthwest, began work in preparation for an April 21, 2020 Study Session. Then, in part due to COVID-19, housing priorities were paused while the City dealt with the COVID pandemic. The Council is now being asked to resume the work on the TDR Program and is being asked to consider ECONorthwest for the engagement.

Currently, a balance of \$21,517 remains available in ECONorthwest's contact. ECONorthwest and its subcontractor FORTERRA are well-suited for the work. The consultant has been contacted and is eager and available to resume the work.

The specific task suggested at this time is the calculation of the value of a unit of TDR, or credit valuation. While the consultant is eager and available to resume the work, the timeline of this task and the due date of a deliverable is unknown at this time.

For further background on the TDR, the Council is reminded that the right to develop land for residential or commercial purposes is one of a bundle of rights associated with land ownership. A TDR program allows landowners of designated sending sites to separate the right to develop land from the bundle of other property rights. Sending sites are generally lands with farm, forest, open space, critical area, or other conservation value.

Through TDR, the separated right(s) are turned into a transferable commodity that can be bought and sold – just as land can be bought and sold. (The value of this commodity is the task at hand at this time.) When a landowner chooses to separate some, or all, development rights, the property is preserved through a conservation easement. A conservation easement can act to reduce landowner property taxes. Landowners can retain development rights on their property for future use, and the land remains in private ownership.

These transferable development rights or “TDRs” are typically bought by developers of designated receiving sites. Receiving sites are typically more urban areas eligible for increased density. The purchased TDRs give developers the ability to build additional density/housing units that exceed the number allowed by the zoning base density.

A functioning TDR program will help the City achieve the following:

- A TDR program can help achieve the Comprehensive Plan's land use strategy.
- A TDR program can help prioritize preservation of properties with high-priority conservation value.
- A TDR program can minimize housing displacement by reducing property tax burden.
- A TDR program can generate affordable housing units.
- A TDR program is more “density neutral” than other tools to generate affordable units – more development on one property is offset by less (or no) development on another property

In summary, the Council is being asked if it wants to resume the work to develop a high functioning TDR Program, whether ECONorthwest should be engaged to complete this work, and to confirm that the focus of the work at this time will be to determine the TDR exchange rate.

ATTACHMENTS:

[ECONorthwest Professional Services Agreement 2018](#)

[ECONorthwest Amendments 1 and 2.pdf](#)

FISCAL DETAILS: A contract balance of \$21,517 remains in the ECONorthwest contract and is fully budgeted in 2021.

Fund Name(s): General Fund

Coding:

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is entered into between the City of Bainbridge Island, a Washington State municipal corporation ("City"), and ECONorthwest ("Consultant").

WHEREAS, the City needs professional services in connection with economic analysis regarding inclusionary zoning and transfer/purchase of development rights; and

WHEREAS, the Consultant has the expertise and experience to provide said services and is willing to do so in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, promises, and agreements set forth herein, it is agreed by and between the City and the Consultant as follows:

1. SERVICES BY CONSULTANT

The Consultant shall provide the professional services as defined in this Agreement and as necessary to accomplish the scope of services attached hereto as **Attachment A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor, and related equipment to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until December 31, 2018, unless sooner terminated by either party as provided below.

B. This Agreement may be terminated by either party without cause upon thirty (30) days' written notice to the other party. In the event of termination, all finished or unfinished documents, reports, or other material or work of the Consultant pursuant to this Agreement shall be submitted to the City, and the Consultant shall be entitled to just and equitable compensation at the rate set forth in Section 3 for any satisfactory work completed prior to the date of termination.

3. PAYMENT

A. The City shall pay the Consultant for such services: (check one)

☒ Hourly, plus actual expenses, in accordance with **Attachment A**, but not more than a total of eighty-seven thousand and five hundred dollars (\$87,500.00);

☐ Fixed Sum: a total amount of \$ _____;

☐ Other: \$ _____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

B. The Consultant shall submit, in a format acceptable to the City, monthly invoices for services performed in a previous calendar month. Each project and each task within a project shall be the subject of a separate invoice. The Consultant shall maintain time and expense records and provide them to the City upon request.

C. The City shall pay all invoices by mailing a City check within sixty (60) days of receipt of a proper invoice from the Consultant.

D. If the services rendered do not meet the requirements of this Agreement, the Consultant shall correct or modify the work to comply with this Agreement. The City may withhold payment for such work until it meets the requirements of this Agreement.

4. INSPECTION AND AUDIT

The Consultant shall maintain all books, records, documents, and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts, and records if necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

5. INDEPENDENT CONTRACTOR

A. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants, and agrees that the Consultant's status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall the Consultant claim any related employment benefits, social security, and/or retirement benefits.

B. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

C. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

D. The Consultant shall obtain a business license and, if applicable, pay business and occupation taxes pursuant to Title 5 of the Bainbridge Island Municipal Code.

6. NONDISCRIMINATION AND COMPLIANCE WITH LAWS

A. The Consultant agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.

B. The Consultant shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Agreement.

C. Violation of this Section 6 shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

7. OWNERSHIP OF WORK PRODUCT

All data, materials, reports, memoranda, and other documents developed under this Agreement, whether finished or not, shall become the property of the City and shall be forwarded to the City in hard copy and in digital format that is compatible with the City's computer software programs.

8. GENERAL ADMINISTRATION AND MANAGEMENT

The City Manager of the City, or designee, shall be the City's representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all invoices, under this Agreement.

9. HOLD HARMLESS AND INDEMNIFICATION

A. The Consultant shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of or resulting from the acts, errors, or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend hereunder, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided

herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

C. The City's inspection or acceptance of any of the Consultant's work when completed shall not be grounds to void, nullify, and/or invalidate any of these covenants of indemnification.

D. Nothing contained in this Agreement shall be construed to create a liability or a right of indemnification in any third party.

10. INSURANCE

The Consultant shall maintain insurance as follows:

- ☒ Commercial General Liability as described in **Attachment B**.
- ☒ Professional Liability as described in **Attachment B**.
- ☒ Automobile Liability as described in **Attachment B**.
- ☒ Workers' Compensation as described in **Attachment B**.

11. SUBLETTING OR ASSIGNING CONTRACT

This Agreement, or any interest herein or claim hereunder, shall not be assigned or transferred in whole or in part by the Consultant to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of the Consultant as stated herein. To the extent allowed under the terms of this Agreement, the Consultant may subcontract with Forterra NW to provide some or all of the services specified in **Attachment A**.

12. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified, or added to only by written instrument properly signed by both parties.

13. SEVERABILITY

A. If a court of competent jurisdiction holds any part, term, or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

B. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

14. FAIR MEANING

The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

15. NONWAIVER

A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay, or failure of either party to insist upon strict performance of any agreement, covenant, or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition, or right.

16. NOTICES

Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To the City:	Jennifer Sutton, Senior City Planner City of Bainbridge Island 280 Madison Avenue North Bainbridge Island, WA 98110 Attention: City Manager <i>CINDY O'CONNELL, CONTROLLER</i>
To the Consultant:	Morgan Shook, Partner and Project Director ECONorthwest Park Place <i>222 SW COLUMBIA ST, STE 1600</i> <i>1200 6th Avenue, Suite 615</i> Seattle, WA 98101 <i>PORTLAND, OR 97201</i>

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

17. SURVIVAL

Any provision of this Agreement which imposes an obligation after termination or expiration of this Agreement shall survive the term or expiration of this Agreement and shall be binding on the parties to this Agreement.

18. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

19. VENUE

The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Kitsap County, Washington.

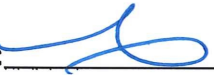
20. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the later of the signature dates included below.

ECONORTHWEST

Date: 6-22-18

By: 

Name ALLISON TINNON

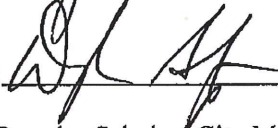
Title VICE PRESIDENT

Tax I.D. # 93-0639592

City Bus. Lic. # 159165

CITY OF BAINBRIDGE ISLAND

Date: June 14, 2018

By: 

Douglas Schulze, City Manager

ATTACHMENT A SCOPE OF SERVICES

Work Plan

Throughout this work plan, the Consultant will work closely with City staff to ensure that relevant stakeholders have an opportunity to understand the analysis that was performed and the findings that led to the recommendations.

Task 1. Project Kickoff and Ongoing Project Management

Objective: Review project objectives and timelines, work done to date, data available, and develop and refine the evaluation tools for the analysis.

Activities: The consultant team will lead a kickoff meeting with the Council on the proposed scope of work and approach. Based on the discussion at this meeting, the consultant team will make any necessary changes to the project's scope of work, schedule, and deliverables. This task also includes ongoing project management throughout the duration of the project.

Meetings: City Council briefing

Deliverables: Revised scope of work (if needed)

Task 2: Assessment of Current Conditions

Objective: Identify and evaluate factors that affect land use and growth in Bainbridge Island.

Activities: Review prior work on TDR, existing policy, and code to assess needs and opportunities for successful implementation of TDR and inclusionary zoning. Specifically, this task will evaluate the following policy areas:

- **Regional and City Growth Policy.** Bainbridge Island has just completed its update to its Comprehensive Plan. The consultant team will assess how this update influences growth expectations for the city.
- **Conservation Policy.** Previous work used a comprehensive and outreach driven approach to understand the city's conservation goals and policies. This work was important to set expectations and guidance for which lands might be conserved via the TDR program's identification of sending sites. Incorporating updates on such policies will more accurately cater the mechanics of the program design to the city's needs.
- **Land Use and Zoning Policy.** The team will need to explore which land use and zoning incentives would be available to support TDR and affordable housing implementation.

Meetings: The consultant team will meet with City Council members and staff to gather input on policy direction/overall goals for the City.

Deliverables: None (internal work product for the team but will confirm key issues with the City – work will be summarized in final report)

Task 3. Real Estate Market Analysis

Objectives: Assess real estate market conditions and trends.

Activities: A successful TDR and inclusionary housing program requires the calibration of the city's implementing mechanism (usually zoning) with the value of the conservation commodity (typically a development right) using real estate values. In addition, affordable housing investments leverage the value of market rate housing to subsidize the efforts. To gain information about local market conditions (e.g., rent, sales prices, and construction costs), ECONorthwest will analyze real estate development fundamentals (rents, sales prices, vacancies, development trends, and building permits) and interview local developers and real estate professionals.

Meetings: None

Deliverables: None (internal work product for the team but will confirm key issues with the City – work will be summarized in final report)

Task 4: TDR Opportunity Evaluation

Objective: Identify specifically how and where TDR can work within Bainbridge Island.

Activities: The consultant team will evaluate specific elements of TDR program mechanics and operation in collaboration with the City staff based on findings from Task 2 and 3. The evaluation will include three topics:

- **Conservation and growth management objectives.**
 - Identify and assess TDR sending areas, or lands important for conservation.
 - Identify and assess potential TDR receiving areas, or places where development rights could be placed in new construction.
- **Incentives.** Identify and evaluate types of development bonus that are appropriate to the market and City's vision for growth.
- **TDR mechanism.** Based on the review above, recommend what type and structure of transfer mechanism would best accomplish this city's goals and an administrative model best scaled to the City's needs and capacity.

Meetings: None

Deliverables: Draft memorandum summarizing the findings from Task 2 and Task 3 and recommending approaches for integrating TDR into existing policy and regulatory frameworks.

Task 5. Building Envelope Development and Benefit Policy Framework

Objectives: This task has two components. First, the consultant team will work with the City to understand building envelope and site considerations that will apply to the base zoning standards and be required in an inclusionary and TDR program. Second, the consultant team will define the public benefit portion of the incentive zoning system.

Activities: To establish building envelope and site conditions, the consultant team will develop a set of preliminary set of zoning provisions related to:

- Permitted uses
- Lot coverage and setbacks
- Floor plate sizes, façade lengths, and step-backs)
- Height limits
- Density limits (FAR or units per acre)
- Parking regulations
- General scope of design guidelines

Then, the consultant team specify the public benefit portion of the incentive zoning system. This analysis will consider public benefits relating to:

- Affordable housing set aside provisions, affordability targets (percent of AMI), and fee in lieu provisions)
- TDR
- Other public benefits to be determined at the Kickoff meeting.

Meetings: Workshop with City staff and the consultant team to review and discuss preliminary zoning provisions and public benefits.

Deliverables: Meeting materials as needed.

Task 6. Development Analyses and Council Check-In

Objective: Assess the relative strengths and limitations of various policy and zoning actions to incentivize affordable housing production, TDR, and other public benefits

Activities: For actions that rely on the market and publicly supported provision of affordable housing and TDR, the consultant team will use a pro forma analysis to estimate development feasibility. This task will have five main components:

- **Define Affordability Targets.** Consultant will work with the city to define affordability provisions that might be contained within the zoning code (e.g. inclusionary or incentive zoning) or through ordinance (i.e. multifamily property tax exemption).
- **Define and Refine Development Prototypes.** The consultant team will develop up to four proto-typical building types, customized for the local conditions in Bainbridge Island. These prototypes will be analyzed using pro forma models to test the impacts of potential actions on development feasibility, including different affordability levels realized. Uses contemplated by the city include retail/services, office, housing, and accommodations/hospitality. We will develop and analyze from the following prototypes based on findings from the market analysis and discussion with the city:
 - Single-family (cottages or other denser single-family detached option allowed in the city)
 - Townhomes
 - Stacked flat housing
 - Podium mixed-use residential/commercial (e.g., 4 over 1, 5 over 2)
 - Mid-rise tower (mixed-use residential/commercial)
- We will vary these prototypes into a needed number of variants that reflects the City's contemplated zoning code. It is expected that the zoning with the highest allowable density and height will be tested as a baseline scenario. An additional lower density zone will be tested, at the City's discretion, to determine if financial feasibility is impacted differently based on a proposed incentive program.
- **Determine Baseline Development Feasibility.** The team will assess how much a developer would be willing to pay for property to construct each of the prototypical building types under the planned development code requirements. This residual land value will be compared to comparable property sales in local area to determine how competitive redevelopment is and what financial gap, if any, exists.
- **Conduct Sensitivity Analysis.** The team will utilize the financial pro forma model to test the impact of changes in rents and construction costs and adoption of an incentive zoning program on financial feasibility for the development prototypes.
- **Test Policy Choices' Impact on Development Feasibility.** The team will test the impact on development feasibility of a select number of regulatory, subsidy, and other incentives approaches. The analysis will focus on providing an assessment of the strengths and limitations of various actions relative to baseline feasibility conditions, including determination of the base and incentive zoning constraints that implement TDR and affordable housing.
- **Prepare and facilitate a meeting the City Council to review key findings and take input on direction for development of TDR and Inclusionary Housing Program.** The team would work with city staff to prepare a summary deck presentation to Council and to outline key policy questions to the Council.

Meetings: Workshop with City staff and City Council check-in

Deliverables: Summary draft tables of pro forma results in Powerpoint deck for review and consultation with the City

Task 7: TDR and Inclusionary Housing Program Refinement

Objective: Provide the city with a TDR and Inclusionary Housing program framework.

Activities: Based on input and direction from the City Council, the consultant team will propose program specifications for a TDR program and/or a inclusionary zoning program. Program specification will be based on the previous analytical tasks. The TDR program specifications will include incentives, exchange rates; and administrative model for a program in Bainbridge Island. The Team will also recommend changes to create a more workable inclusionary housing program for the city. The consultant team will then develop policy language and development code (related to any land use or zoning incentives) to implement any proposed TDR and inclusionary housing program.

Meetings: None

Deliverables: Memorandum summarizing draft policy recommendations and TDR and inclusionary housing program framework.

Task 8. Stakeholder Process and Planning Commission

Objective: Share study finding and proposed TDR program framework.

Activities: The team will attend and participate meetings with the Planning Commission, Affordable Housing Task Force, or other interested members of the public.

Meetings: Attendance at one Planning Commission meeting, one Affordable Housing Task Force meeting, and one City Council meeting

Deliverables: Presentation materials as needed

Task 9. Draft and Final Summary Report

Objective: Summarize and report study findings and policy implications.

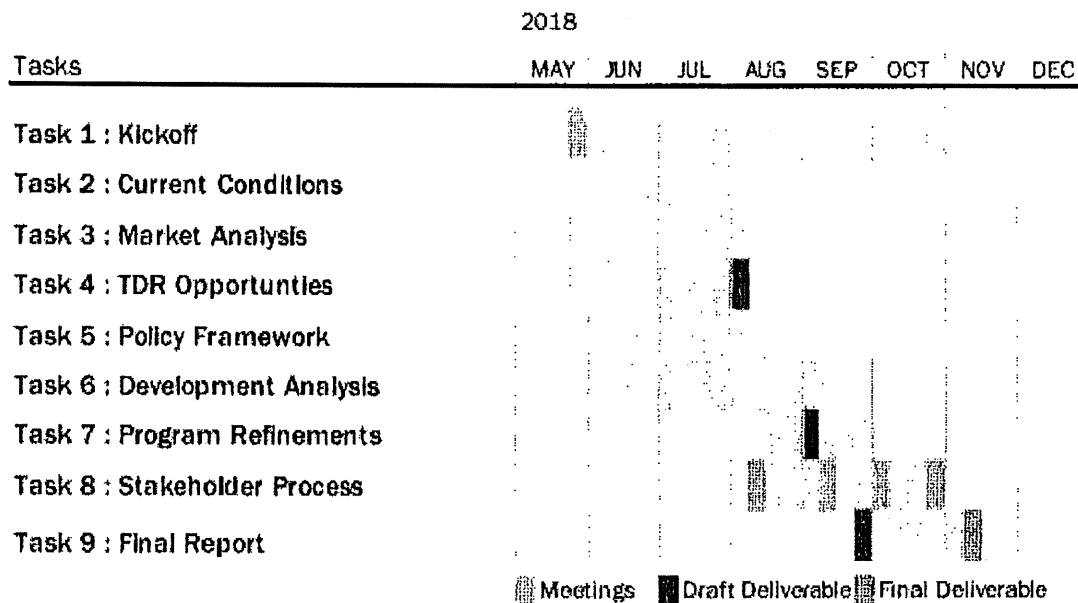
Activities: The consultant team will draft a report that summarizes the relative strengths and limitations of incentive provisions under different market and regulatory . The report will include thorough explanations of the market dynamics in Bainbridge Island in a concise, easy-to-read format. The report will also describe the data sources, assumptions, and analytical methods used to produce the outputs, which may be provided in a technical appendix to the main report.

Meetings: Attendance at one Planning Commission meeting and one City Council meeting to present study findings.

Deliverables: Draft and final report, presentation materials as needed

Schedule and Budget

The proposed total budget for this project not to exceed \$87,500, and the project is expected to be completed by the end of 2018.



HOURS BY TASK											TOTALS		
Labor Expenses	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9		Hours	\$	% of Budget
	Activity	Current Conditions	Market Analysis	Opportunities	TDR Framework	Development Analysis	Program Refinements	Stakeholder Process	Final Report				
Personnel													
Shop Documents	200			1					1		7	\$400	0%
Data Analysis	115	2	10	20			5	20	10		73	\$8,050	9%
Admin Expenses	150	2	25	5	15	7	10	21	20		163	\$23,050	26%
Sub-Total	4	20	5	27	1	0	15	41	31		123	\$30,700	35%
Contractors													
Michigan Street	210	5	2	5	1	10	10	5	21	10	76	\$15,960	18%
City Council	145	5	10	10	2	15	45	20	20	20	147	\$23,330	27%
Stacy Kennedy-Laurier	110	2	10	10	5	25	20	10	20		104	\$13,080	15%
Sub-Total	465	12	22	25	8	50	75	35	61	30	611	\$72,370	82%
Sub-Total	479	32	27	52	9	55	90	76	91	60	438	\$80,820	92%
Non Labor Expenses	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9		Expense Totals	% of Budget	
Travel	\$50			\$50	\$50			\$120			\$770	0%	
Total	\$50	\$0	\$0	\$50	\$50	\$0	\$0	\$120	\$0		\$770	0%	
Totals by Task	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9		Summary of Expenses		
Total Labor	\$2,935	\$8,495	\$7,250	\$15,400	\$8,050	\$11,725	\$10,950	\$16,070	\$12,550		Labor	\$87,230	100%
Contract Expenses	\$50	\$0	\$0	\$50	\$50	\$0	\$0	\$120	\$0		Non Labor	\$270	0%
Total by Task	\$2,985	\$8,495	\$7,250	\$15,450	\$8,100	\$11,725	\$10,950	\$16,190	\$12,550		Budget	\$87,500	100%
% of Total Budget	3%	10%	8%	17%	9%	13%	12%	18%	14%				

ATTACHMENT B INSURANCE REQUIREMENTS

A. Insurance Term

The Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation

The Consultant's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Consultant shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap liability, independent contractors, and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit, as applicable.

E. Other Insurance Provision

The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain, that they shall be primary insurance as respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

G. Verification of Coverage

Before commencing work and services, the Consultant shall provide to the person identified in Section 8 of the Agreement a Certificate of Insurance evidencing the required insurance. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. The City reserves the right to request and receive a certified copy of all required insurance policies.

H. Notice of Cancellation

The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate this Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

**AMENDMENT NO. 1 TO
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AMENDMENT NO. 1 TO THE AGREEMENT FOR PROFESSIONAL SERVICES ("Amendment") amends the Agreement for Professional Services ("Agreement") entered into on June 22, 2018, by the City of Bainbridge Island ("City"), and ECONorthwest ("Consultant").

WHEREAS, the City and the Consultant entered into the Agreement to provide professional services in connection with economic analysis regarding inclusionary zoning and transfer/purchase of development rights; and

WHEREAS, the City desires to extend the term of the Agreement.

NOW, THEREFORE, the City and the Consultant agree to amend the Agreement as follows:

1. Section 2.A. is hereby amended to read as follows:

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until ~~December 31, 2018~~ December 31, 2019, unless sooner terminated by either party as provided below.

2. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment to the Agreement as of the later of the signature dates included below.

ECONORTHWEST

Date: 1/2/19

By: 

Name LORELEI GUSTONEN

Title PARTNER

Tax I.D. # 93-0639592

City Bus. Lic. #159165

CITY OF BAINBRIDGE ISLAND

Date: 12-17-2018

By: 

Morgan Smith, City Manager

Ellen Schwer, Acting
City Manager

**AMENDMENT NO. 2 TO
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AMENDMENT NO. 2 TO THE AGREEMENT FOR PROFESSIONAL SERVICES ("Amendment") amends the Agreement for Professional Services ("Agreement") entered into on June 22, 2018, by the City of Bainbridge Island, a Washington State municipal corporation, ("City"), and ECONorthwest ("Consultant").

WHEREAS, the City and the Consultant entered into the Agreement to provide professional services in connection with economic analysis regarding inclusionary zoning and transfer/purchase of development rights; and

WHEREAS, the City desires to increase the services provided under the Agreement, extend the term of the Agreement, and to amend the maximum amount payable under the Agreement.

NOW, THEREFORE, the City and the Consultant agree to amend the Agreement as follows:

1. Section 2.A is hereby amended to read as follows:
 - A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until ~~December 31, 2019~~ December 31, 2020, unless sooner terminated by either party as provided below.
2. Section 3.A. is hereby amended to read as follows:
 - A. The City shall pay the Consultant for such services: (check one)

☒ Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of ~~eighty-seven thousand and five hundred~~ one hundred twenty-two thousand and four hundred dollars (~~\$87,500~~ \$122,400);

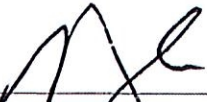
☐ Fixed Sum: a total amount of \$_____;

☐ Other: \$_____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.
3. Attachment A, Scope of Services, is hereby amended to include the new tasks shown on Exhibit A, attached hereto and incorporated herein by this reference.
4. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment to the Agreement as of the later of the signature dates included below.

ECONORTHWEST

Date: 12/31/19

By: 

Name Morgan Shook

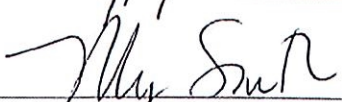
Title Project Director

Tax I.D. #93-0639592

City Bus. Lic. #159165

CITY OF BAINBRIDGE ISLAND

Date: 12/19/19

By: 

Morgan Smith, City Manager

IN WITNESS WHEREOF, the parties have executed this Amendment to the Agreement as of the later of the signature dates included below.

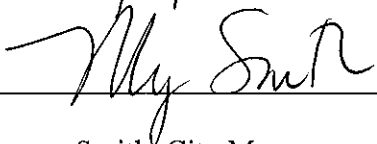
ECONORTHWEST

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: 12/19/19

By: _____

By:  _____

Name _____

Morgan Smith, City Manager

Title _____

Tax I.D. #93-0639592

City Bus. Lic. #159165

EXHIBIT A

New Tasks Added to Scope of Services

On February 19, 2019, the City Council discussed the final report and market analysis from the first phase of ECONorthwest. There are a number of first order policy questions that must be addressed in order to fully deliver a complete set of recommendations that will allow city staff to implement changes to the land use code. This scope of work is directed at assisting the Bainbridge Planning Commission and City Council in giving direction on a range affordable housing policies. They are summarized below:

- How much new maximum bonus density and height limits should be allowed? Our analysis showed that additional height and density is required to enable both TDR and affordable housing options to function in most zones in the city. The Council understood these issues but had concerns on how best to engage the community about these potential changes to the land use code to allow larger, denser structures. This issue is directly tied to the question above.
- Whether or not to use a voluntary or mandatory affordable housing approach in the zoning code? The conversation at the council has been mixed with some favoring the use of each approach. In order to specify the installment of TDR or affordable housing, the council will need to give clear direction on how they would like to implement the programs. A mandatory program will require an upzone of the base zoning entitlements.
- If and how to use the multifamily property tax exemption (MFTE)? Both the 8-year and 12-year affordable program can be used to support inclusionary housing, or can be used on their own. Council will need to give direction on the use of the tool, specifically, what version of the tool to use, where to use it, and in conjunction with IZ or not.
- Pending these questions, there are second order of questions that will need to be addressed.
 1. Whether to establish a fee in-lieu option for affordable housing or just for smaller projects
 2. Defining the affordable housing benefits based on the new bonus density limits and other incentives.

We believe we have thus far created the framework and analysis to support Bainbridge decision-makers in making informed policy choices. The ECONorthwest team have developed an incentive zoning assessment and program framework that will allow us to work with decision-makers on the issues above. The scope of work described below will deliver the following products:

- Specification of areas that will use affordable housing tools
- Zoning specifications for height and FAR in selected zones.
- Affordable housing set-aside percentages and depth of affordability
- MFTE target areas and housing depth of affordability (for 12-year program or 8 year if applicable)

Task 1: City Council Support

Objective: Provide the city decision-makers with an Inclusionary Housing program framework. This task will consist of preparation, attendance, and facilitation of 4 meetings with some combination of the city's planning commission and/or city council. A rough meeting program is below:

- Meeting 1 (September 2019). This meeting with council reviewed the work done to date and discuss the main policy issues facing the city (described above). The meeting with council brought proposed concepts for affordable housing forward. The focus was on addressing which areas in the city will use these tools, which zones will be impacted and what range of heights and density might be impacted. We would use this meeting to refine concepts that would be specifically developed in Task 2 and Task 3.
- Meeting 2 (January 2020). This meeting with council would review draft land use concepts and zoning specifications. It would cover details on affordability levels and density pricing needed to meet affordability housing goals. The goal for this meeting would be to present a draft version of the recommendations. This meeting would also evaluate variations of the city's MFTE program.
- Meeting 3. This meeting with commission/council would bring back revisions to the land use program and MFTE discussed in Meeting 3 for deliberation and final discussion.
- Meeting 4. This meeting with council would review final land use recommendation with the council. This meeting could be flexed to support council legislation as advanced by city staff.

Task 2: MFTE Analysis

Objective: Provide the city with a MFTE analysis that supports affordable housing program(s). This work will discuss the policy and administrative aspects of the program. This work is contemporaneous with Task 1 and Task 3. However, most of this work will focus on pricing an MFTE program with IZ, or independent of these programs. We will use existing proforma models and adapt them to include the use of a property tax exemption. ECONorthwest would produce draft MFTE ordinance for the city to review

Task 3: Incentive Pricing Revisions

Objective: Revise existing proforma models for affordable housing density bonuses.

We will utilize existing financial pro forma models to implement an incentive zoning program for IZ. Depending on areas and zones directed by council, we will revise our financial feasibility testing for the development prototypes and produce zoning specifications for height and FAR in selected zones, affordable housing set-aside percentages and depth of affordability, and MFTE target areas and housing depth of affordability.

Task 4: Inclusionary Housing Program Refinement

Objective: Provide the city with an Inclusionary Housing program.

Based on input and direction from the City Council, the consultant team will propose program for an inclusionary zoning program. Program specification will be based on the previous analytical tasks. We will submit policy language and development code (related to any land use or zoning incentives) to implement any proposed inclusionary housing program.

Task 5. Draft and Final Summary Report

We will assemble a final report in a concise, easy-to-read format. The report will also describe the data sources, assumptions, and analytical methods used to produce the outputs. Meetings to support council legislation are included in Task 1. The final report would be produced prior to council legislation process.

Budget

Budget		HOURS BY TASK						TOTALS		
		Task 1	Task 2	Task 3	Task 4	Task 5				
Labor Expenses		MFTE	Pricing	Program	Final					
	\$/Hour	Meeting	Analysis	Revisions	Refinements	Report	Hours	\$	% of Budget	
ECONorthwest										
	Morgan Shook	250	32	5	5	10	10	72	\$18,000	52%
	Michele Anderson	150		10	30	10	10	105	\$15,750	45%
	Taylor Burton	100					10	10	\$1,000	3%
								0	\$0	0%
	Sub-Total		32	15	35	20	30	187	\$34,750	100%
Non-Labor Expenses		Task 1	Task 2	Task 3	Task 4	Task 5	Expense Totals		% of Budget	
	Travel	\$50			\$50	\$50		\$150	0%	
	Total	\$50	\$0	\$0	\$50	\$50		\$150	0%	
Totals by Task		Task 1	Task 2	Task 3	Task 4	Task 5	Summary of Expenses			
	Total Labor	\$8,000	\$2,750	\$5,750	\$4,000	\$5,000	Labor	\$34,750	100%	
	Direct Expense	\$50	\$0	\$0	\$50	\$50	Non-Labor	\$150	0%	
	Total by Task	\$8,050	\$2,750	\$5,750	\$4,050	\$5,050				
	% of Total Budget	23%	8%	16%	12%	14%	Budget	\$34,900	100%	



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: July 6, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:50 PM) Consider Proposal to Amend the Climate Change Advisory Committee Workplan to Stimulate Community Ideas and Forward Recommendations to Council,

SUMMARY: The Bainbridge Island Climate Change Advisory Committee (CCAC) has an adopted workplan. The workplan includes an element of community engagement. The CCAC would like to expand the concept of community engagement to include not only increasing public understanding and awareness of the magnitude and consequences of climate change, but to also engage the community to stimulate promising ideas to effectuate the Climate Action Plan, and if appropriate, recommend proposals to Council for consideration.

There are a variety of ways that this amended workplan may be executed. The CCAC may ask for written and oral community suggestions, conduct virtual or in-person workshops, or via the City's Public Engagement Platform on the City's website, "Engage Bainbridge."

Generally, it is well known that community "ownership" of a policy initiative is critical to its success.

It will be an expectation of the City Council that they will be kept informed of the CCAC's community engagement efforts via regular reporting from the Committee in the form of Committee Reports as well as forwarding any ideas deemed viable to the Council via the City Manager.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: Accept the amendment to the Climate Change Advisory Committee Workplan to stimulate and encourage ideas from the community in furtherance of the Climate Action Plan.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[CCAC 2020 Progress Report and 2021 Workplan January 21st 2021.docx](#)

FISCAL DETAILS: An incremental increase in staff time may be incurred from the amendment to the workplan. Engage Bainbridge may be the easiest and most appropriate means to solicit community suggestions. The platform is available and functioning.

Fund Name(s):

Coding:

Climate Change Advisory Committee: 2020 Progress Report and 2021 Workplan (1/21/2021)

2020 Progress Report

- Developed first-ever Climate Action Plan (CAP) for the City of Bainbridge Island (COBI) that was approved by City Council.
- Had over 10 meetings with City staff in the development of the CAP to receive their input.
- Developed “roadmaps” for eight of the 18 immediate actions identified in the CAP.
- Collaborated with the Green Building Task Force (GBTF) and Sustainable Transportation Task Force (STTF) to ensure we were consistent in our approach to addressing climate change and had several meetings with the Chair of the Race Equity Advisory Committee (REAC).
- Worked with the Utilities Advisory Committee (UAC) to develop recommendations for the City regarding the PSE Franchise.
- Provide presentations to several local groups on climate change and the CAP (e.g., Bainbridge Island Parks District, Senior Center, Oatmeal Club, and Rotary).

2021 Workplan

Participate in Community meetings and general outreach on the CAP and climate change

- CCAC members facilitated two Community meetings in January on the contents of the CAP and answered questions from the Community.
- CCAC members will provide presentations to other Community groups as requested and work with COBI to provide information to the public on the CAP and climate change in general.

Support COBI in the implementation of the CAP

- CCAC members will work in collaboration with COBI to implement the actions identified in the CAP.
- CCAC members will meet with COBI staff when requested to provide information and support in implementation of specific actions.

Complete roadmaps for the 18 immediate actions identified in the CAP and propose additional actions

- CCAC members will complete roadmaps for all 18 immediate actions identified in the CAP.
- CCAC members will identify the next set of actions in the implementation of the CAP and present to the City Council for their review.

Collaborate with other advisory and task forces on the Island

- CCAC members will collaborate with the GBTF and STTF as they develop their strategies.
- CCAC members will work with the REAC to develop a racial equity lens for the Island.
- CCAC members will work with the UAC on the PSE Franchise.

Respond to requests from City Council

- CCAC members will respond to requests by the City Council for specific analysis or advice on issues related to climate change.

If you have questions please contact either Michael Cox or David McCaughey.