



**CITY COUNCIL STUDY SESSION
TUESDAY, JULY 15, 2025**

**COUNCIL CHAMBERS
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA**

AND

**REMOTE MEETING ON ZOOM
[HTTPS://BAINBRIDGEWA.ZOOM.US/J/92947338351](https://bainbridgewa.zoom.us/j/92947338351)
OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351**

AGENDA

- 1. CALL TO ORDER / ROLL CALL - 6:00 PM**
- 2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:05 PM**
- 3. REGULAR BUSINESS**
 - 3.A (6:10 PM) Review the Preliminary Master Development Plan from LIHI for 625 Winslow Way and Consider Forwarding Request for Revised Development Regulations to the Planning Commission for Development of an Ordinance for Future Council Consideration, 20 Minutes**
[LIHI Bainbridge Island Preliminary MDP Set.pdf](#)
 - 3.B (6:30 PM) Review State Legislation Impacting Solid Waste and Status of Solid Waste Initiatives, 20 Minutes**
[Foodcycler ECO 5 - CCAC recommendations to CC.pdf](#)
[071525_Council Study Session_Solid Waste.pdf](#)
 - 3.C (6:50 PM) Present Highlights of the 2024-2025 Permit Fee Rate Study - Planning, 15 Minutes**
- 4. COMMITTEE REPORTS - 7:05 PM**
- 5. ADJOURNMENT - 7:15 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.



City Council meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodations, please contact the City Clerk's Office at 206-780-8604 or cityclerk@bainbridgewa.gov by noon on the day preceding the meeting.



City Council Study Session Agenda Bill

MEETING DATE: July 15, 2025

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (6:10 PM) Review the Preliminary Master Development Plan from LIHI for 625 Winslow Way and Consider Forwarding Request for Revised Development Regulations to the Planning Commission for Development of an Ordinance for Future Council Consideration,

SUMMARY: Pursuant to the Development Agreement between the City of Bainbridge Island and Low Income Housing Institute (LIHI), LIHI is required to provide the City Council a Master Development Plan (MDP) that includes, among other elements, a site plan, conceptual building elevations, design for parking facilities, income levels, and deviations from the City's land use regulations.

Prior to the submittal of a formal MDP, LIHI has provided a Preliminary Master Development Plan for review and comment to ensure it is on course for a successful submittal later this month or in August. LIHI's plans are based upon three deviations from the City's current development standards. These deviations include: 1) Floor Area Ratio of 2.10 - this aligns with the proposed Winslow Subarea Plan update tentatively proposed by the Planning Commission, 2) Structure Height of 45' to main structure, above each street frontage - this aligns with proposed Winslow Subarea Plan update tentatively proposed by the Planning Commission, 3) Parking at 0.5 stalls per dwelling unit, 7 parking stalls for commercial and 6 visitor parking stalls plus 2 car share stalls - newly adopted Senate Bill 5184 limits cities with population over 30,000 to no more than 0.5 parking spaces per multifamily dwellings with lower standards for 100% affordable housing developments.

The Council will receive a presentation on the proposed affordable housing development and will be asked to forward a request for revised Development Regulations to the Planning Commission to draft an ordinance for future Council consideration.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Review and consider forwarding a request for revised development regulations to the Planning Commission for development of an ordinance for City Council consideration.

COMMUNITY ENGAGEMENT AND OUTREACH:

After the submittal of the MDP, pursuant to the terms of the Development Agreement, the Council will schedule a Public Hearing prior to taking action to approve or conditionally approve the MDP.

FISCAL IMPACT:

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

BACKGROUND: On May 13, 2025, the City Council unanimously adopted Resolution No. 2025-10, approving a Development Agreement between the City and LIHI for the development of an affordable housing project on a one-acre site owned by the city. LIHI is proposing to develop a 92-unit 100 percent affordable housing project consisting of 38 one-bedroom units, 13 two-bedroom units, 18 three-bedroom units, 14 studio units, 4 live work units, and 5 open one units. Parking is below grade with access from Winslow Way near the northeast corner of the project. Commercial space (approximately 2,978 Sq. Ft.) is reserved on the first floor at Winslow Way and SR 305. Several concept renderings of exterior treatment are included with presentation. Exterior elevations will be reviewed by the Design Review Board. Again, it is noted that this is a preliminary submittal of the Master Development Plan.

Project cost is estimated to be approximately \$50 million. Low Income Housing Tax Credits (LIHTC) will be a primary source of funding (\$20 million). A minimum of 90 units is required for eligibility. Other targeted sources of funds include Washington State, the City and Kitsap County, and permanent debt.

During development of a conceptual plan, the need to increase Floor Area Ratio and a need to slightly increase allowable building height were identified. Bringing parking standards into conformance for typical standards for affordable housing projects, consistent with the state's general guidance, will help the financial feasibility of the project.

The 625 Winslow Way East property is located in the Central Core zoning district at this time, but is proposed to be changed to the Ferry zone through the update to the Winslow Subarea Plan (WSP). The Planning Commission is considering increasing building height and FAR in the Ferry zone through the update to the WSP, but that project won't be completed for several more months.

A draft ordinance can be prepared for consideration by City Council, via the Planning Commission, to address these modest code updates to support the 100 percent affordable housing project.

LIHI hopes to submit a Major Site Plan application prior to the end of the third calendar quarter, and simultaneously apply for funding. It is believed construction could commence late 2027 with occupancy in 2029.

ATTACHMENTS:

[LIHI Bainbridge Island Preliminary MDP Set.pdf](#)

LIHI BAINBRIDGE ISLAND PRELIMINARY MDP SET

DRAWING INDEX

GENERAL	
G00	COVER SHEET - MDP
G00.01	EARLY CONCEPT RENDERINGS SHOWN AT PUBLIC MEETING 05/28/2025
SURVEY	
1 OF 1	TOPOGRAPHIC AND BOUNDARY LAND SURVEY
ARCHITECTURAL	
A0.1	SITE PLAN
A1.2	LEVEL P1 - FLOOR PLAN
A1.3	LEVEL 1 - FLOOR PLAN
A1.4	LEVEL 2 - FLOOR PLAN
A1.5	LEVEL 3 - FLOOR PLAN
A1.6	LEVEL 4 - FLOOR PLAN
A1.7	ROOF PLAN
A3.1	BUILDING ELEVATIONS - NORTH & SOUTH FACADE
A3.2	BUILDING ELEVATIONS - EAST & WEST FACADE
A4.1	BUILDING SECTION - N-S
A4.2	BUILDING SECTION - N-S
A4.3	BUILDING SECTION - E-W

RENDERING



RENDERING FOR ILLUSTRATIVE PURPOSES ONLY

PROJECT INFORMATION

PROJECT DESCRIPTION:
CONSTRUCTION OF 4 STORY MIXED USE BUILDING WITH 92 AFFORDABLE APARTMENTS, COMMUNITY ROOM OR COMMERCIAL ON LEVEL 1, AND ACCESSORY PARKING.

PROJECT ADDRESS:
625 WINSLOW WAY E, BAINBRIDGE ISLAND, WA 98110

TAX ACCOUNT NUMBERS:
262502-3-109-2500 & 262502-101-2507

SITE AREA:
43861 SF (1.20 acres)

ZONING:
ZONING: WINSLOW MIXED USE TOWN CENTER / CENTRAL CORE OVERLAY

PROJECT TEAM

OWNER:
LOW INCOME HOUSING INSTITUTE
1203 SOUTH JACKSON STREET, SUITE 200
SEATTLE, WA 98104
CONTACT: JOHN TORRENCE
206-443-9955
JOHN.TORRENCE@LIHI.ORG

ARCHITECT:
RUMBERG ARCHITECTURE GROUP PLLC
1 YOSLER WAY, SUITE 200
SEATTLE, WA 98104
CONTACT: MICHELE WANG
206-226-1970
MICHELEW@RUMBERG.COM

CIVIL LANDSCAPE:
MFG
118 PINE STREET, SUITE 400
SEATTLE, WA 98101
CONTACT: IDA OTTENSEN & MARK DAVIES
206-223-5026
IDOTTENSEN@MFG.COM
MDAVIES@MFG.COM

APPLICABLE CODES:

2021 INTERNATIONAL BUILDING CODE & STATE AMENDMENT IN CHAPTER 51-50 WAC
2021 WASHINGTON STATE ENERGY CODE IN CHAPTER 51-110A 51-11R WAC
2021 INTERNATIONAL ELECTRICAL CODE
2021 INTERNATIONAL MECHANICAL CODE & STATE AMENDMENT IN CHAPTER 51-52 WAC
2021 UNIFORM PLUMBING CODE & STATE AMENDMENT IN CHAPTER 51-56 WAC
2021 INTERNATIONAL FIRE CODE
2017 ICC A117.1 (AS REFERENCED IN THE IRC - CHAPTER 11)
1800 FAIR HOUSING ACT (FHA) AND DESIGN MANUAL
2010 AMERICANS WITH DISABILITIES ACT (ADA) AND STANDARDS

CONSTRUCTION:

TYPE VA

OCCUPANCY TYPE:

RESIDENTIAL (R-2, B) / COMMERCIAL (A)

LEGAL DESCRIPTION:

PER SURVEY ATTACHED

PARKING	SUPPORT	VERTICAL CIRC.	LOBBY / CIRC.	COMMERCIAL RETAIL	AMENITY	STORAGE	TOWNHOUSE / LIVEWORK	RESIDENTIAL	TOTAL
LEVEL P1	17,824 SF	1,414 SF	774 SF	148 SF	0 SF	350 SF	823 SF	0 SF	21,330 SF
LEVEL 1	0 SF	0 SF	329 SF	1,050 SF	4,473 SF	2,878 SF	0 SF	5,109 SF	21,388 SF
LEVEL 2	0 SF	0 SF	310 SF	1,541 SF	2,678 SF	0 SF	543 SF	0 SF	23,058 SF
LEVEL 3	0 SF	0 SF	310 SF	1,541 SF	2,678 SF	0 SF	543 SF	0 SF	23,058 SF
LEVEL 4	0 SF	0 SF	1,541 SF	1,163 SF	0 SF	942 SF	188 SF	15,003 SF	18,636 SF
ROOF LEVEL	0 SF	0 SF	0 SF	0 SF	0 SF	0 SF	0 SF	0 SF	0 SF
TOTAL	17,824 SF	2,343 SF	4,948 SF	11,841 SF	2,578 SF	1,335 SF	2,458 SF	63,150 SF	106,419 SF

LOT AREA	FAR	ALLOWABLE AREA	PROPOSED AREA	PROPOSED FAR
43,861 SF	1.5	65,482 SF	51,488 SF	2.10
(FAR EXCLUDES BELOW GRADE PARKING)				

COUNT	MIX	TOTAL AREA	AREA RANGE
1 BED	36	4.1%	23,250 SF - 508 SF - 717 SF
2 BED	12	14%	10,113 SF - 750 SF - 750 SF
3 BED	18	20%	20,763 SF - 1,000 SF - 1,202 SF
1W	4	4%	2,433 SF - 607 SF - 814 SF
OPEN 1	5	5%	2,834 SF - 547 SF - 810 SF
STUDIO	14	16%	4,153 SF - 414 SF - 547 SF

COUNT	MIX	TOTAL AREA	AREA RANGE
32	100%	65,580 SF	414 SF - 1,233 SF

AMENITY PROVIDED	TYPE	NAME	AREA PROVIDED
INTERIOR	COMMON ROOM		842 SF
EXTERIOR	LANDSCAPE AREA		2,140 SF
EXTERIOR	PLAZA		2,581 SF
EXTERIOR	RESIDENT OPEN SPACE		4,104 SF
EXTERIOR	ROOF DECK		1,378 SF
18,615 SF			

KEY	PARKING - COMMERCIAL	STALL TYPE	COUNT	%
LEVEL P1				
CS	COMMERCIAL LARGE STALL		7	100%
TOTAL:			7	

KEY	PARKING - RESIDENTIAL	STALL TYPE	COUNT	%
LEVEL P1				
SP	ACCESSIBLE STALL		41	7%
LS	LARGE PARKING STALL		30	56%
SS	SMALL PARKING STALL		13	24%
VAN	VAN ACCESSIBLE STALL		1	2%
VS	VISITOR SMALL PARKING STALL		6	11%
TOTAL:			91	

RESIDENTIAL UNITS	PARKING - RESIDENTIAL RATIO	REQUIRED PARKING	PARKING PROVIDED
92	50%	46	91
(including 6 visitor stalls + 2 car share stalls)			

PARKING TOTAL	
PARKING TYPE	COUNT
COMMERCIAL	7
RESIDENTIAL	84
TOTAL:	91

DEVIATION REQUESTS

DEVIATION REQUEST 1				DEVIATION REQUEST 3			
CODE SECTION:	18.12.020-3 FLOOR AREA RATIO	REQUIREMENT:	Basic Maximum: 0.6 commercial, 0.4 Residential, 1.0 Mixed Use, Maximum with Bonus: 1.0 Residential, 1.5 Mixed Use	PROPOSED:	FAR 2.10 (excluding parking) THIS IS ALIGNED WITH THE FUTURE WINSLOW SUBAREA PLAN UPDATE ALT: 1.5, ALT2: 3.0, ALT3: 2.0 FAR	SHEET NUMBER:	G00
CODE SECTION:	18.12.020-3 STRUCTURE HEIGHT	REQUIREMENT:	25' base, Bonus 1 if parking under building 45'	PROPOSED:	Proposed to max 45' to main structure, above each street frontage Proposed height is 60' to highest point measured above average 44' grade per zoning measurements.	SHEET NUMBER:	A4.1, A4.2, A4.3
CODE SECTION:		REQUIREMENT:	1 space per primary dwelling unit (that is a studio or 1 bedroom unit, and 2 spaces for all other primary dwelling units. Each dwelling unit situated directly above a commercial use or directly above parking serving a commercial use in the IC or BI districts shall require 1 parking space. Dwelling units separate from the commercial use or its parking by one or more intervening floors shall not be considered to be located "directly above" that use. The director may require guest parking in excess of the required parking spaces, whether or not the required parking is reduced pursuant to BIMC 18.15.020.B.12, up to a maximum additional 0.5 stall per dwelling unit, if there is inadequate guest parking on the subject property.	PROPOSED:	Proposed 0.5 Stalls per Dwelling unit 7 Commercial stalls (~2,700 SF) 6 Visitor Stalls + 2 Car share Stalls	SHEET NUMBER:	G00, A1.2

ARCHITECT'S STAMP:

REVISIONS

SUBMITTALS

AHJ APPROVAL STAMP:

R: RUNBERG ARCHITECTURE GROUP

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206.956.1971 Fax
www.runberg.com

LIHI BAINBRIDGE ISLAND
625 WINSLOW WAY E,
BAINBRIDGE ISLAND, WA

COVER SHEET - MDP

DATE: 2025.06.20
SCALE: 1" = 1'-0"
INTERNAL: 31.488
SOCI MDP #: 2155555
SOCI EIR #: 2155555
SOCI PFI #: 2155555
SOCI PHO #: 2155555
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SHEET
G00

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PARCEL A:
SECTION 20 OF GOVERNMENT LOT 3, SECTION 26, TOWNSHIP 25 NORTH, RANGE 2 EAST, DEFINED AS FOLLOWS:
THE NORTH 100 FEET OF THE FOLLOWING DESCRIBED TRACT:
START AT THE NORTHEAST CORNER OF GOVERNMENT LOT 3;
THENCE NORTH 89°29'30" WEST 758.52 FEET;
THENCE SOUTH 0°30'30" WEST 30 FEET TO THE TRUE POINT OF BEGINNING, THENCE
SOUTH 0°30'30" WEST 206.53 FEET;
THENCE NORTH 82°50' WEST 74.80 FEET;
THENCE NORTH 0°30'30" EAST 151.86 FEET;
THENCE SOUTH 89°29'30" EAST 60 FEET TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH:
BEGINNING AT THE NORTHEAST CORNER OF GOVERNMENT LOT 3;
THENCE NORTH 89°20'30" WEST 818.52 FEET;
THENCE SOUTH 0°30'30" WEST 30 FEET TO THE TRUE POINT OF BEGINNING, THENCE
NORTH 89°29'30" WEST TO THE EASTERLY MARGIN OF OLYMPIC DR.
THENCE SOUTHEASTERLY ALONG EASTERLY MARGIN TO A POINT WHICH IS
SOUTH 0°30'30" WEST OF POINT OF BEGINNING;
THENCE NORTH 0°30'30" EAST TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH A PORTION TO GOVERNMENT LOT 3 DEFINED AS FOLLOWS:
BEGINNING AT A POINT WHICH IS NORTH 89°23'00" WEST 571 FEET FROM
NORTHEAST CORNER OF SAID GOVERNMENT LOT 3;
THENCE SOUTH 03°30'00" WEST 30 FEET
THENCE NORTH 89°23'00" WEST 48.92 FEET TO THE TRUE POINT OF BEGINNING;
THENCE SOUTH 03°30'00" WEST ALONG WEST LINE OF THE MILLER TRACT 126 FEET;
THENCE SOUTH 03°30'00" WEST 97.77 FEET TO A MORE OR LESS THE NORTHEAST
CORNER OF SAID TRACT CONVEYED TO HOME BY DEED RECORDED UNDER AUDITOR'S FILE
NUMBER 653194;
THENCE SOUTH 03°30'00" EAST ALONG WEST LINE OF HOME TRACT 112.35 FEET;
THENCE SOUTH 03°30'00" MOST ANGLE OF 101.45° TO THE WESTERLY LINE OF OLIVE HAWK TRACT
MORE OR LESS TO SOUTHEAST CORNER OF TRACT SOLD TO P J CLIFTON AND
CONTRACT RECORDED UNDER AUDITOR'S FILE NUMBER 648726; THENCE NORTH
03°30'00" EAST 206.63 FEET TO SOUTHEAST CORNER OF SAID TRACT;
THENCE SOUTH 89°23'00" EAST ALONG SOUTH LINE OF SLOANSLAY WAY 138.60 FEET
MORE OR LESS TO THE TRUE POINT OF BEGINNING.

PARCEL 3:
 THAT PORTION OF GOVERNMENT LOT 3, SECTION 26, TOWNSHIP 25 NORTH, RANGE 2
 EAST WM. DESCRIBED AS FOLLOWS:
 COMMENCING AT THE NORTHEAST CORNER OF GOVERNMENT LOT 3;
 THENCE NORTH 89°29'30" WEST 75.82 FEET;
 THENCE SOUTH 03°30'30" WEST 30 FEET TO THE TRUE POINT OF BEGINNING;
 THENCE SOUTH 03°30'30" WEST 208.52 FEET TO THE TRUE POINT OF BEGINNING;
 THENCE NORTH 03°30'30" EAST 161.86 FEET;
 THENCE SOUTH 89°29'30" EAST 50.00 FEET TO THE TRUE POINT OF BEGINNING;
 EXCEPT THEREOF FROM THE NORTH 100 FEET;
 SITUATE IN KITSAP COUNTY, WASHINGTON.

VERTICAL DATUM: AD 83/91 BASED ON WSDOT WSDOT CONTROL POINT
"TERMINAL" N=232.039.52", E=1,226,797.69"

VERTICAL DATUM: NAVD 88 BASED ON WSDOT WSDOT CONTROL POINT
"TERMINAL" ELEV.=62.18'

BASIS OF BEARING: MEASURED GRID BEARING OF S52°03'12"E BETWEEN THE P.I.
MONUMENTS ON OLYMPIC DRIVE.

ALL DISTANCES SHOWN ARE GROUND DISTANCES UNLESS OTHERWISE NOTED.

THE LOCATION AND DESCRIPTION OF ALL SURVEY MARKERS SHOWN HEREON ARE
BASED ON FIELD OBSERVATIONS TAKEN ON NOVEMBER, 2007, UNLESS OTHERWISE
INDICATED.

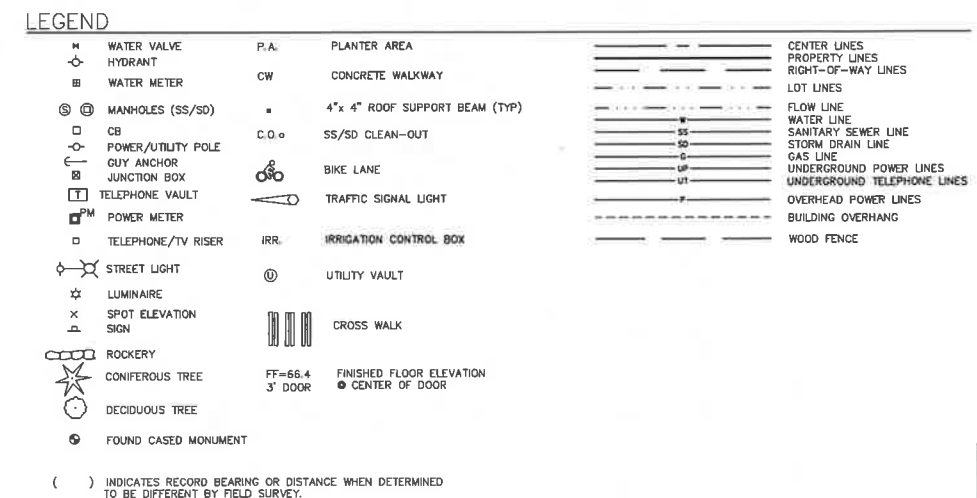
WORK PERFORMED IN CONJUNCTION WITH THIS SURVEY UTILIZED THE FOLLOWING
EQUIPMENT AND PROCEDURES: (A) TRIMBLE 5-6 SERIES ELECTRONIC TOTAL
STATION, MAINTAINED TO THE MANUFACTURER'S SPECIFICATIONS PER W.A.C.
332-130-100. (B) FIELD TRAVERSE, EXCEEDING REQUIREMENTS SET FORTH IN
W.A.C. 332-130-090.

THIS TOPOGRAPHIC SURVEY DRAWING ACCURATELY PRESENTS SURFACE FEATURES
LOCATED DURING THE COURSE OF THIS SURVEY. UNDERGROUND UTILITIES SHOWN
HEREON ARE BASED SOLELY ON INFORMATION PROVIDED BY OTHERS AND PACE
ENGINEERING DOES NOT ACCEPT RESPONSIBILITY OR ASSUME LIABILITY FOR THEIR
ACCURACY OR COMPLETENESS. CONTRACTOR/ENGINEERS SHALL VERIFY EXACT SIZE
AND LOCATION PRIOR TO CONSTRUCTION.

CALL FOR LOCATE: UTILITY LOCATION SERVICE: 1-800-425-5555.

ALL MONUMENTS INDICATED AS FOUND WERE RECOVERED DURING THE COURSE OF
THIS SURVEY AT THE DATE SHOWN IN THE SURVEYOR'S CERTIFICATE, UNLESS
OTHERWISE NOTED.

THE RECORD LEGAL DESCRIPTION WAS PROVIDED BY STEWART TITLE OF KITSAP
COUNTY ON OCTOBER 4, 2007 UNDER ORDER NUMBER 200114092. IT WAS ROTATED
CLOCKWISE 0°46'10" TO CONVERT THE BEARINGS TO GRID.



NOTE: SPOT ELEVATIONS HAVE BEEN
TURNED OFF FOR PURPOSES OF CLARITY
TO VIEW THIS INFORMATION THAW
LAYERS V-POINT-7.7

CAD/CALC	DF				
DRAWN	DMB				
PLAT CHK	DF				
		SYM	REVISION	DATE	BY APP'D



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BAINBRIDGE ISLAND
POLICE STATION

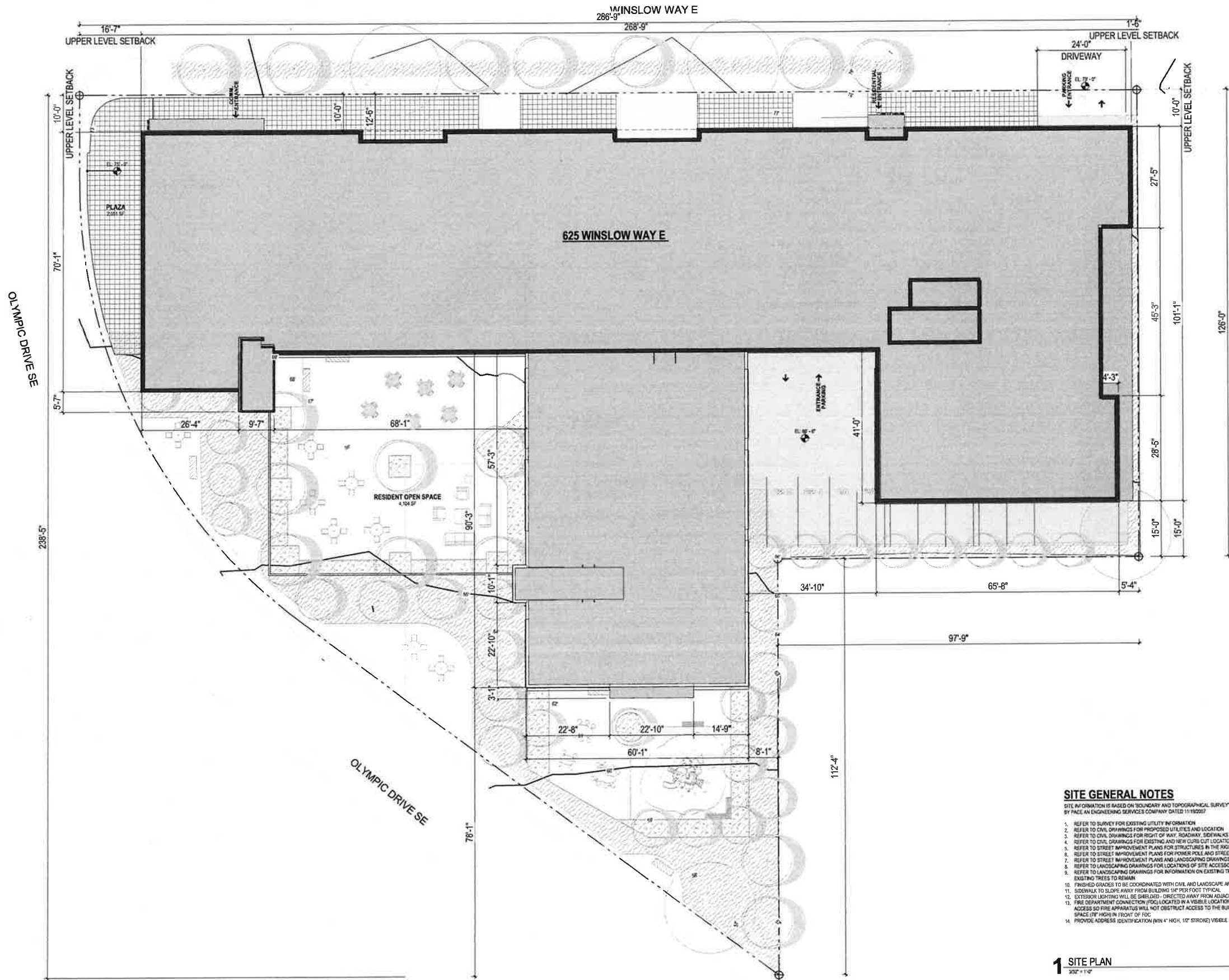
DATE	11-19-07
SCALE	1" = 20'
SURVEY TEAM	DS/PC
FIELD BOOK	1127B/1127C
DWG FILE	7964-SRV

PORTION OF: SW 1/4 SECTION 26, T. 25 N., R. 2 E., W.M.

BOUNDARY & TOPOGRAPHIC SURVEY
FOR
BAINBRIDGE ARCHITECTS COLLABORATIVE



PROJECT NO.
07694.10
SHEET 1 OF 1



SITE GENERAL NOTES

- SITE INFORMATION IS BASED ON "BOUNDARY AND TOPOGRAPHICAL SURVEY" BY TACEL AN ENGINEERING SERVICES COMPANY DATED 11/19/2007
1. REFER TO SURVEY FOR EXISTING UTILITY INFORMATION
 2. REFER TO CIVIL DRAWINGS FOR PROPOSED UTILITIES AND LOCATION
 3. REFER TO CIVIL DRAWINGS FOR RIGHT OF WAY, ROADWAY, SIDEWALKS AND PLANTING WIDTHS
 4. REFER TO CIVIL DRAWINGS FOR EXISTING AND NEW CURB CUT LOCATIONS
 5. REFER TO STREET IMPROVEMENT PLANS FOR STRUCTURES IN THE RIGHT OF WAY
 6. REFER TO STREET IMPROVEMENT PLANS FOR POWER POLE AND STREET LIGHT INFORMATION
 7. REFER TO STREET IMPROVEMENT PLANS AND LANDSCAPING DRAWINGS FOR STREET TREE INFORMATION
 8. REFER TO LANDSCAPING DRAWINGS FOR LOCATIONS OF SITE ACCESSORIES AND PLANTERS
 9. REFER TO LANDSCAPING DRAWINGS FOR INFORMATION ON EXISTING TREES TO BE REMOVED AND EXISTING TREES TO REMAIN
 10. FINISHED GRADES TO BE COORDINATED WITH CIVIL AND LANDSCAPE ARCHITECT
 11. SIDEWALK TO SLOPE AWAY FROM BUILDING 1/4" PER FOOT TYPICAL
 12. EXTERIOR LIGHTING WILL BE SHIELDED - DIRECTED AWAY FROM ADJACENT USES
 13. FIRE DEPARTMENT CONNECTION (FDC) LOCATED IN A VISIBLE LOCATION FACING FIRE APPARATUS ACCESS SO FIRE APPARATUS WILL NOT OBSTRUCT ACCESS TO THE BUILDING. PROVIDE A 36" x 36" CLEAR SPACE 10' HIGH IN FRONT OF FDC
 14. PROVIDE ADDRESS IDENTIFICATION (MIN 4" HIGH, 1/2" STROKE) VISIBLE FROM THE STREET OR ROAD

1 SITE PLAN
3/22/2025



ARCHITECT'S STAMP:

REVISIONS

SUBMITTALS

PRELIMINARY MOP SET 2025.06.30

AHJ APPROVAL STAMP:

R: RUNBERG
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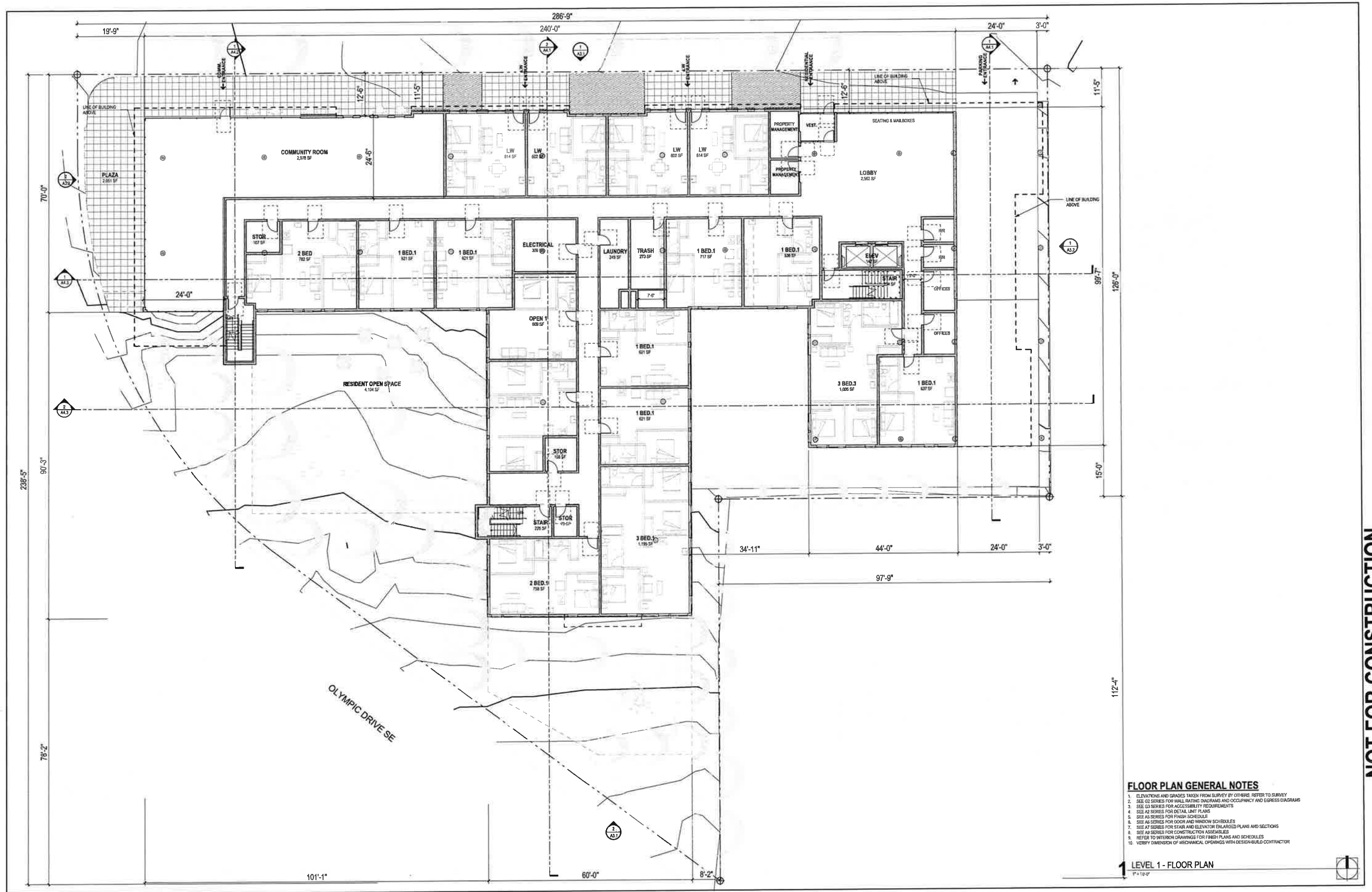
LIHI BAINBRIDGE ISLAND
625 WINSLOW WAY E,
BAINBRIDGE ISLAND, WA

SITE PLAN

DATE: 2025/06/30
SCALE: As indicated
INTERNAL: 26-000
SOC1 MOP #: 26-000
SOC1 PH1 #: 26-000
SOC1 PH2 #: 26-000
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SHEET
A0.1

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FLOOR PLAN GENERAL NOTES

1. ELEVATIONS AND GRADES TAKEN FROM SURVEY BY OTHERS. REFER TO SURVEY.
2. SEE 02 SERIES FOR WALL RATING DIAGRAM AND OCCUPANCY AND EGRESS DIAGRAMS.
3. SEE 03 SERIES FOR ACCESSIBILITY REQUIREMENTS.
4. SEE A2 SERIES FOR DETAIL UNIT PLANS.
5. SEE A5 SERIES FOR FINISH SCHEDULE.
6. SEE A6 SERIES FOR DOOR AND WINDOW SCHEDULES.
7. SEE A7 SERIES FOR STAIR AND ELEVATOR ENLARGED PLANS AND SECTIONS.
8. SEE A8 SERIES FOR CONSTRUCTION ASSEMBLIES.
9. REFER TO INTERIOR DRAWINGS FOR FINISH PLANS AND SCHEDULES.
10. VERIFY DIMENSION OF MECHANICAL OPENINGS WITH DESIGN-BUILD CONTRACTOR.

1 LEVEL 1 - FLOOR PLAN
1" = 10'-0"

NOT FOR CONSTRUCTION

ARCHITECT'S STAMP:

REVISIONS

SUBMITTALS

PRELIMINARY SHOP SET 2025.06.30

AHJ APPROVAL STAMP:

**R: RUNBERG
ARCHITECTURE
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LIHI BAINBRIDGE ISLAND
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BAINBRIDGE ISLAND, WA

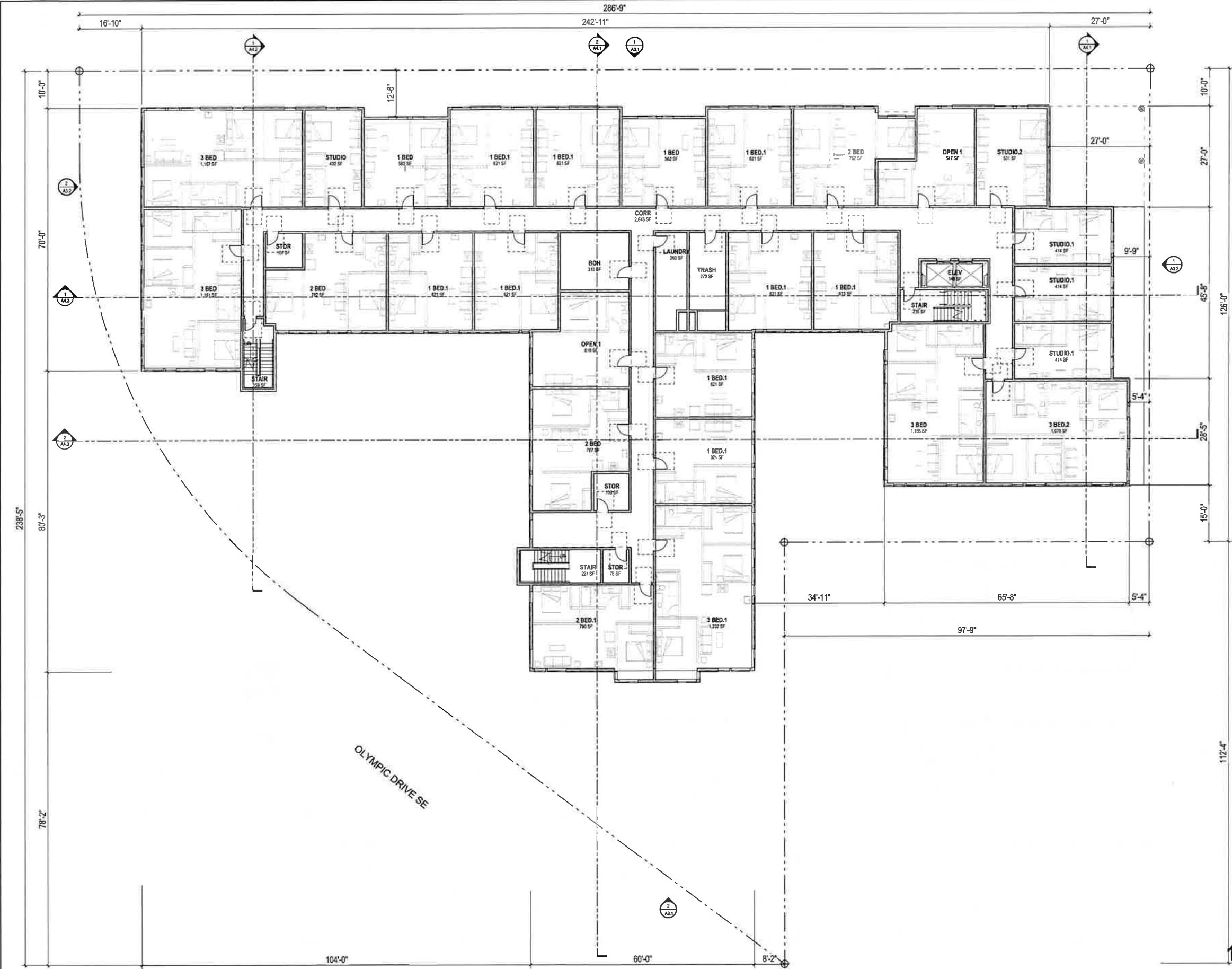
LEVEL 1 - FLOOR PLAN

DATE: 2025.06.30
SCALE: AS SHOWN
INTERNAL: 06-000
06-000
06-000
06-000
06-000

SHEET

A1.3

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- FLOOR PLAN GENERAL NOTES**
- 1. ELEVATIONS AND GRADES TAKEN FROM SURVEY BY OTHERS, REFER TO SURVEY
 - 2. SEE 02 SERIES FOR WALL FINISHES, PARTITIONS AND OCCUPANCY AND EGRESS DIAGRAM
 - 3. SEE 03 SERIES FOR ACCESSIBILITY REQUIREMENTS
 - 4. SEE A2 SERIES FOR DETAIL UNIT PLANS
 - 5. SEE A2 SERIES FOR FINISH SCHEDULE
 - 6. SEE A6 SERIES FOR DOOR AND WINDOW SCHEDULES
 - 7. SEE A7 SERIES FOR STAIR AND ELEVATOR ENLARGED PLANS AND SECTIONS
 - 8. SEE A8 SERIES FOR CONSTRUCTION ASSEMBLIES
 - 9. REFER TO INTERIOR DRAWINGS FOR FINISH PLANS AND SCHEDULES
 - 10. VERIFY DIMENSION OF MECHANICAL OPENINGS WITH DESIGN-BUILD CONTRACTOR

1 LEVEL 2 - FLOOR PLAN
1" = 10'-0"



NOT FOR CONSTRUCTION

R: RUNBERG ARCHITECTURE GROUP

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www.runberg.com

ARCHITECT'S STAMP:

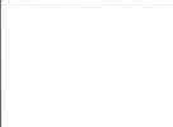
REVISIONS

SUBMITTALS

PRELIMINARY MDP SET	2025.06.20

LIHI BAINBRIDGE ISLAND
625 WINSLOW WAY E,
BAINBRIDGE ISLAND, WA

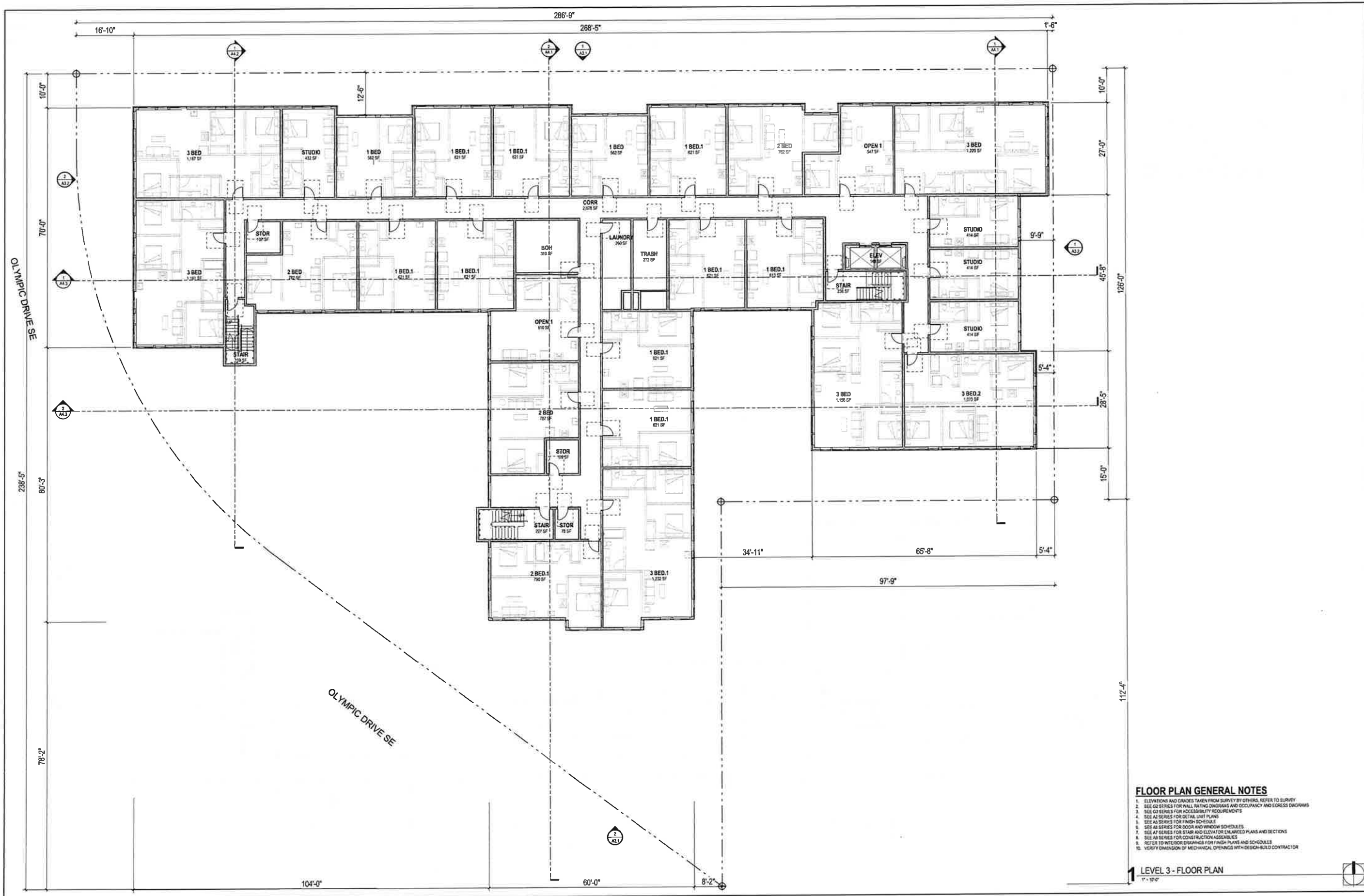
AHJ APPROVAL STAMP:



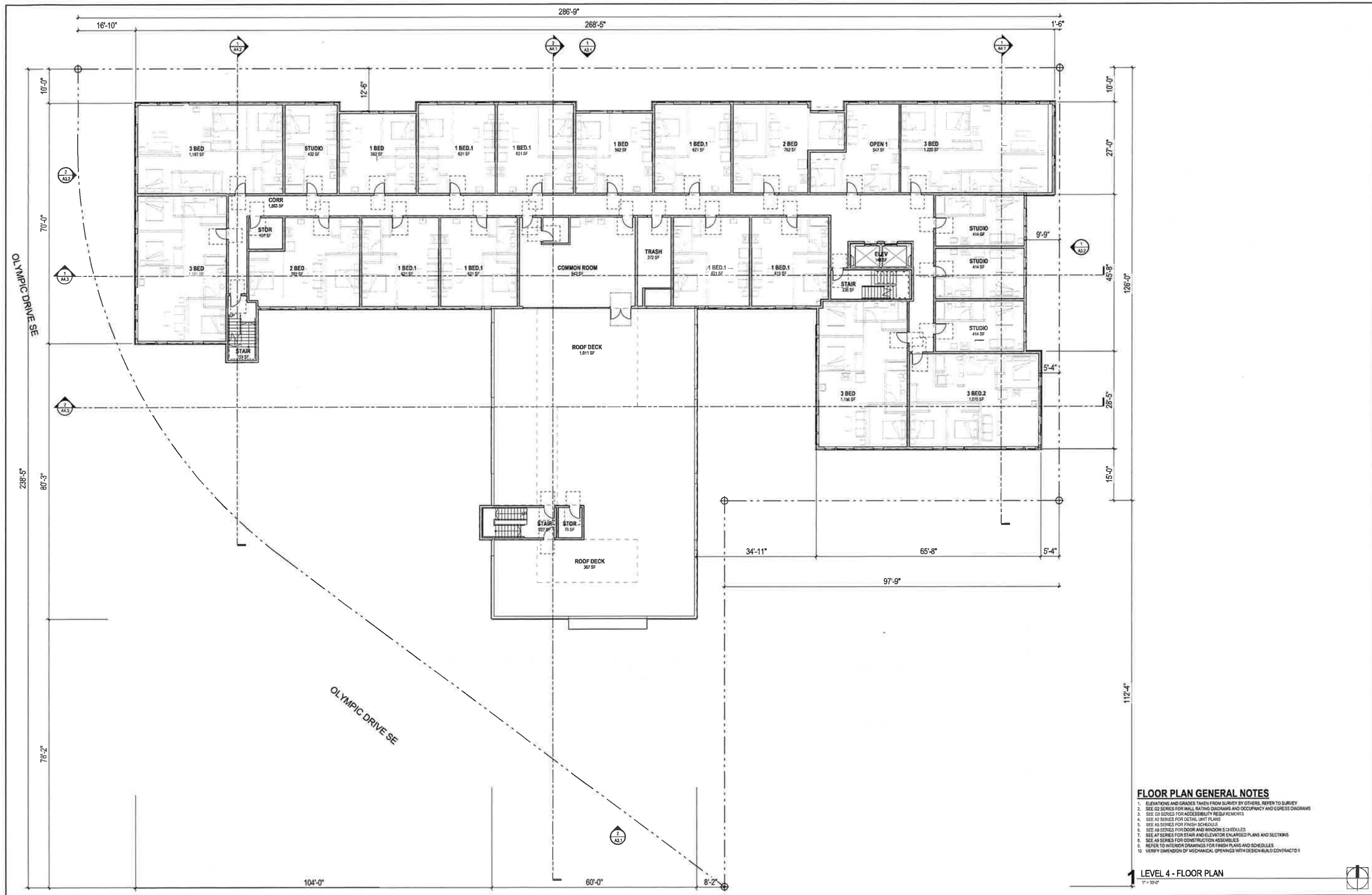
LEVEL 2 - FLOOR PLAN

DATE:	2025.06.20
SCALE:	As Indicated
INTERNAL:	EA: EIR
	EA: EIR
	EA: EIR
	EA: EIR
	EA: EIR

SHEET
A1.4



NOT FOR CONSTRUCTION



- FLOOR PLAN GENERAL NOTES**
- ELEVATIONS AND GRADES TAKEN FROM SURVEY BY OTHERS. REFER TO SURVEY.
 - SEE C3 SERIES FOR WALL RATING DIAGRAMS AND OCCUPANCY AND EGRESS DIAGRAM.
 - SEE C3 SERIES FOR ACCESSIBILITY REQUIREMENTS.
 - SEE A2 SERIES FOR DETAIL UNIT PLANS.
 - SEE A5 SERIES FOR FINISH SCHEDULE.
 - SEE A6 SERIES FOR DOOR AND WINDOW SCHEDULES.
 - SEE A7 SERIES FOR STAIR AND ELEVATOR ENLARGED PLANS AND SECTIONS.
 - SEE A9 SERIES FOR CONSTRUCTION ASSEMBLIES.
 - REFER TO INTERIOR DRAWINGS FOR FINISH PLANS AND SCHEDULES.
 - VERIFY DIMENSION OF MECHANICAL OPENINGS WITH DESIGN-BUILD CONTRACTOR.

1 LEVEL 4 - FLOOR PLAN
1" = 3/4"

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REVISIONS

NO.	DESCRIPTION	DATE

SUBMITTALS

NO.	DESCRIPTION	DATE

LIHI BAINBRIDGE ISLAND

625 WINSLOW WAY E,
BAINBRIDGE ISLAND, WA

AHJ APPROVAL STAMP

LEVEL 4 - FLOOR PLAN

DATE: 2025/06/30

SCALE: As Indicated

INTERNAL: 06-000

DESIGNED: 06-000

DRAWN: 06-000

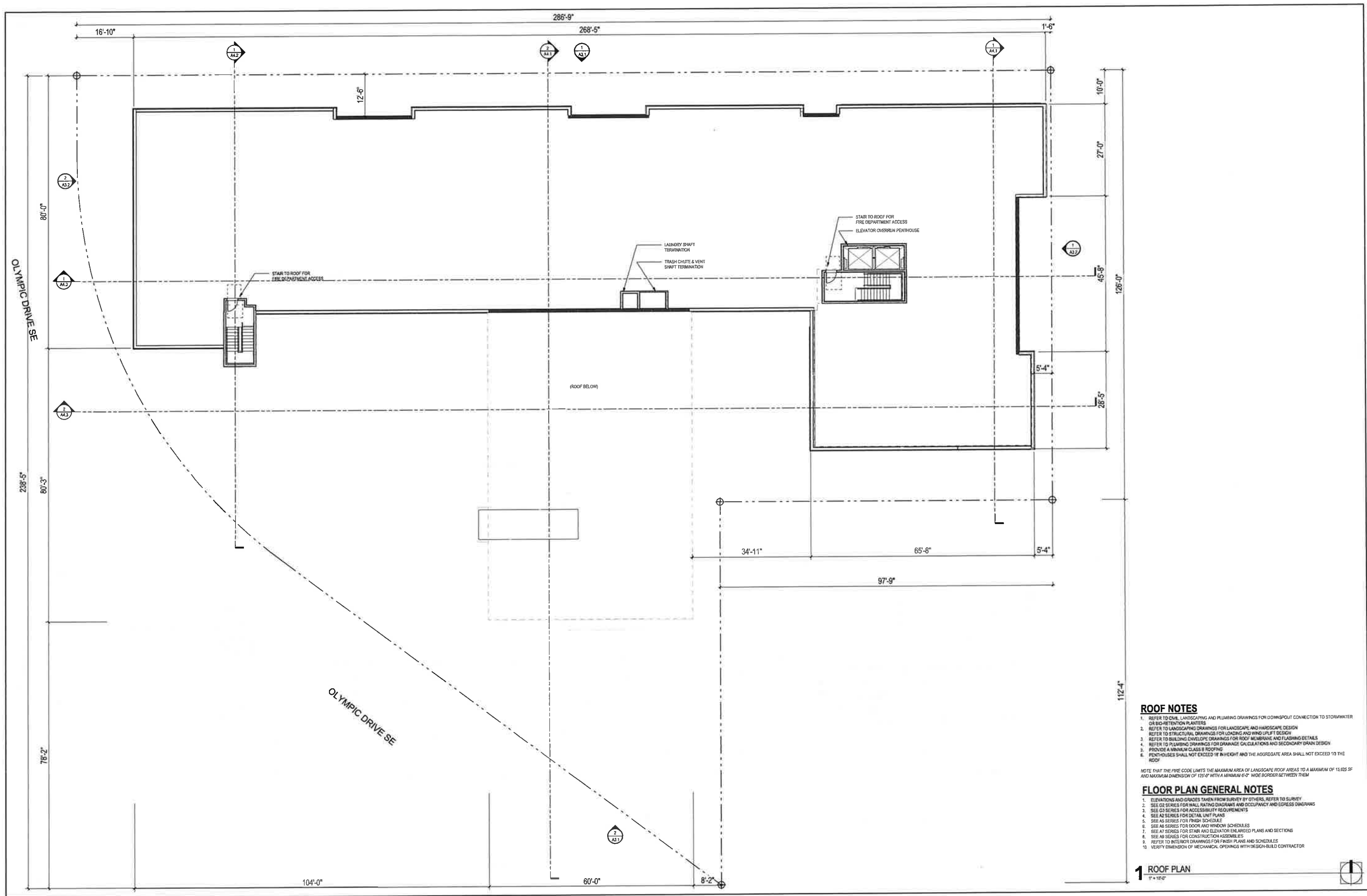
CHECKED: 06-000

APPROVED: 06-000

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- ROOF NOTES**
1. REFER TO CIVIL, LANDSCAPING AND PLUMBING DRAWINGS FOR DOWNSPOUT CONNECTION TO STORMWATER OR BIO-RETENTION PLANTERS
 2. REFER TO LANDSCAPING DRAWINGS FOR LANDSCAPE AND HARDSCAPE DESIGN
 3. REFER TO STRUCTURAL DRAWINGS FOR LOADING AND WIND UPLIFT DESIGN
 4. REFER TO BUILDING ENVELOPE DRAWINGS FOR ROOF MEMBRANE AND FLASHING DETAILS
 5. REFER TO PLUMBING DRAWINGS FOR DRAINAGE CALCULATIONS AND SECONDARY DRAIN DESIGN
 6. PROVIDE A MINIMUM CLASS II ROOFING
 7. PENTHOUSES SHALL NOT EXCEED 18' IN HEIGHT AND THE AGGREGATE AREA SHALL NOT EXCEED 1/3 THE ROOF
- NOTE THAT THE FIRE CODE LIMITS THE MAXIMUM AREA OF LANDSCAPE ROOF AREAS TO A MAXIMUM OF 13,025 SF AND MAXIMUM DIMENSION OF 125'-0" WITH A MINIMUM 6'-0" WIDE BORDER BETWEEN THEM
- FLOOR PLAN GENERAL NOTES**
1. ELEVATIONS AND GRACES TAKEN FROM SURVEY BY OTHERS, REFER TO SURVEY
 2. SEE 02 SERIES FOR WALL RATING DIAGRAMMS AND OCCUPANCY AND EGRESS DIAGRAMMS
 3. SEE 03 SERIES FOR ACCESSIBILITY REQUIREMENTS
 4. SEE A2 SERIES FOR DETAIL UNIT PLANS
 5. SEE A2 SERIES FOR FINISH SCHEDULE
 6. SEE A2 SERIES FOR DOOR AND WINDOW SCHEDULES
 7. SEE A2 SERIES FOR STAIR AND ELEVATOR ENLARGED PLANS AND SECTIONS
 8. SEE A2 SERIES FOR CONSTRUCTION ASSEMBLIES
 9. REFER TO INTERIOR DRAWINGS FOR FINISH PLANS AND SCHEDULES
 10. VERIFY DIMENSION OF MECHANICAL OPENINGS WITH DESIGN-BUILD CONTRACTOR

1 ROOF PLAN
1" = 12'-0"

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ARCHITECT'S STAMP:

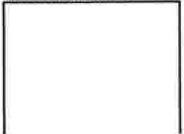
REVISIONS

SUBMITTALS

PRELIMINARY WOP SET	2023.06.28

LIHI BAINBRIDGE ISLAND
625 WINSLOW WAY E,
BAINBRIDGE ISLAND, WA

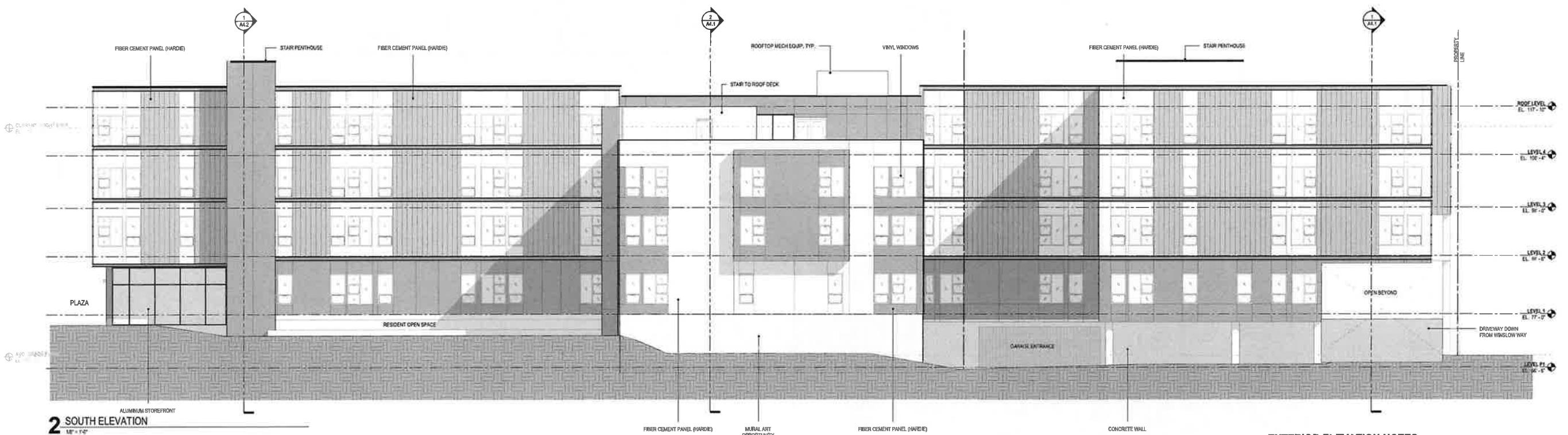
AHJ APPROVAL STAMP:



ROOF PLAN

DATE	2023.06.28
SCALE	AS SHOWN
INTERNAL	

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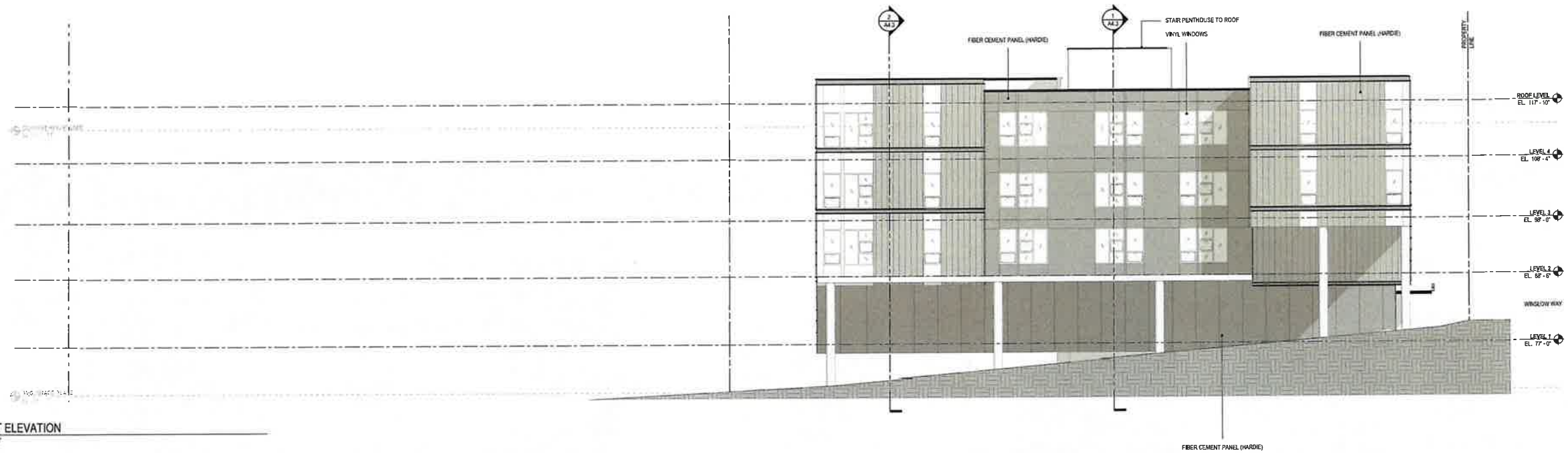


EXTERIOR ELEVATION NOTES

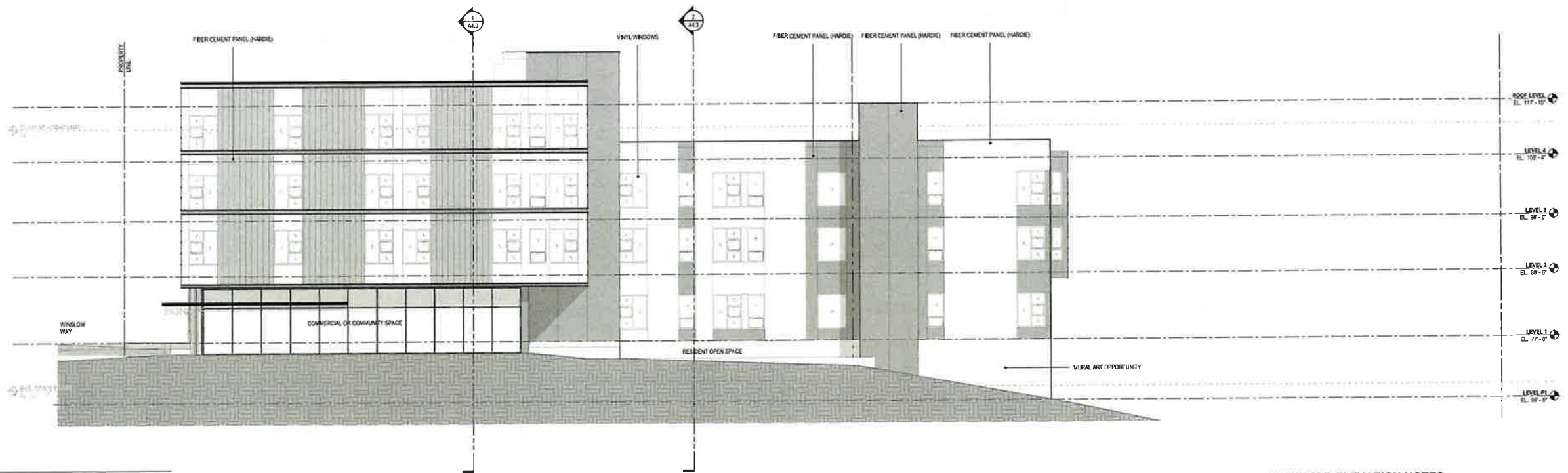
1. REFER TO G SERIES FOR PROJECT AND ZONING ANALYSIS, ZONING DIAGRAMS, DEPARTURE REQUESTS, AND HEIGHT DIAGRAM.
2. FLOOR LEVEL ELEVATIONS INDICATED ARE TO TOP OF CONCRETE AT CONCRETE FLOOR ASSEMBLIES AND TOP OF GYPCRETE AT WOOD FLOOR ASSEMBLIES.
3. ALL EXTERIOR LIGHTING TO BE SHIELDED AND DIRECTED AWAY FROM ADJACENT USES.

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1 EAST ELEVATION
1/8" = 1'-0"



2 WEST ELEVATION
1/8" = 1'-0"



EXTERIOR ELEVATION NOTES

1. REFER TO G SERIES FOR PROJECT AND ZONING ANALYSIS, ZONING DIAGRAMS, DEPARTURE REQUESTS AND HEIGHT DIAGRAM.
2. FLOOR LEVEL ELEVATIONS INDICATED ARE TO TOP OF CONCRETE AT CONCRETE FLOOR ASSEMBLIES AND TOP OF GYPCRETE AT WOOD FLOOR ASSEMBLIES.
3. ALL EXTERIOR LIGHTING TO BE SHIELDED AND DIRECTED AWAY FROM ADJACENT USES.

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ARCHITECT'S STAMP:

REVISIONS

SUBMITTALS

PRELIMINARY MDP SET 2025.06.20

ANJ APPROVAL STAMP:

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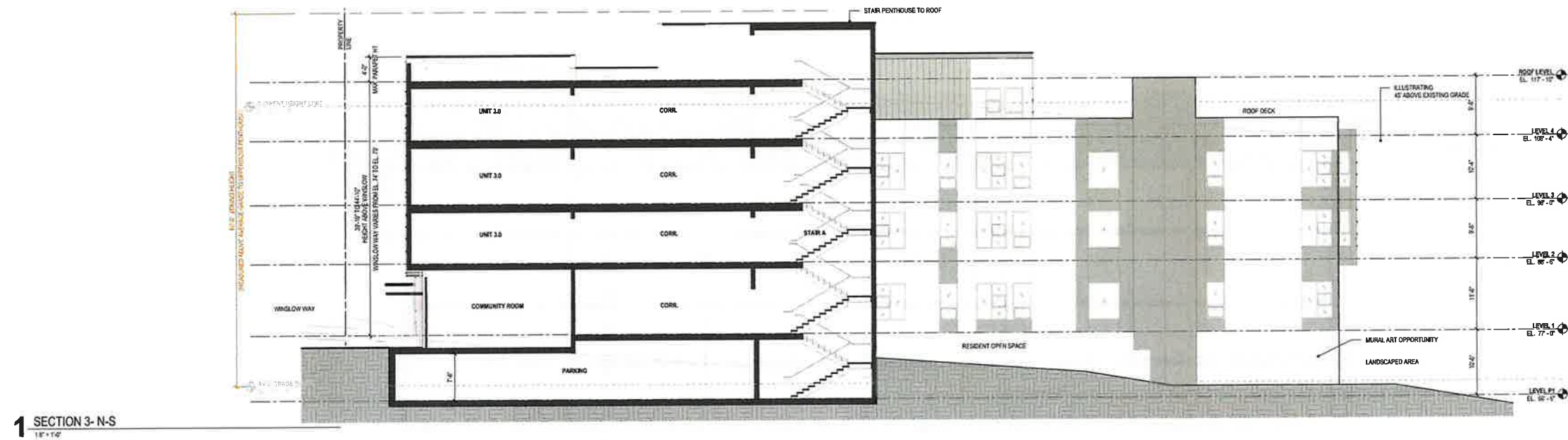
BUILDING ELEVATIONS - EAST & WEST
FACADE

DATE: 2025.06.20
SCALE: 1/8" = 1'-0"
INTERIOR: 2/8.65A
SOCIAL MAP: 2/8.65B
SOCIAL ENV: 2/8.65C
SOCIAL PH: 2/8.65D
SOCIAL PH: 2/8.65E

SHEET
A3.2

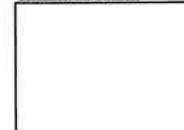
Architectural floor plan of a four-story residential building. The plan shows a grid of units across four levels. Level 1 (EL. 66'-0") includes parking, stair C, and a stair penthouse. Level 2 (EL. 67'-0") through Level 4 (EL. 70'-0") contain units, corridors, and common rooms. A roof deck is located above Level 4. The plan also shows a window way, a stair penthouse for fire dept access, and a star penthouse. Elevation markers on the right indicate levels from EL. 66'-0" to EL. 71'-0". A note on the left states "AS SHOWN ON THE SIDE ELEVATION".

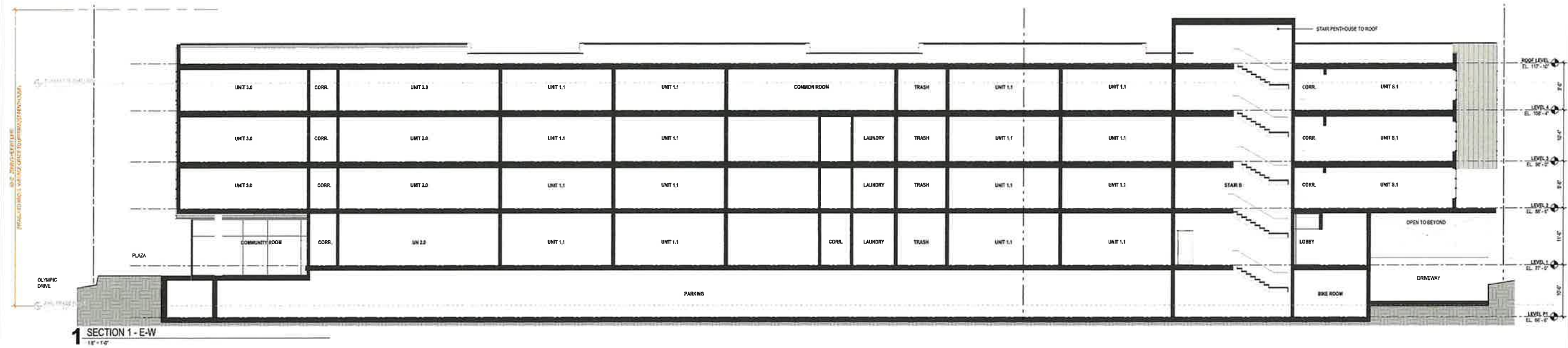
17



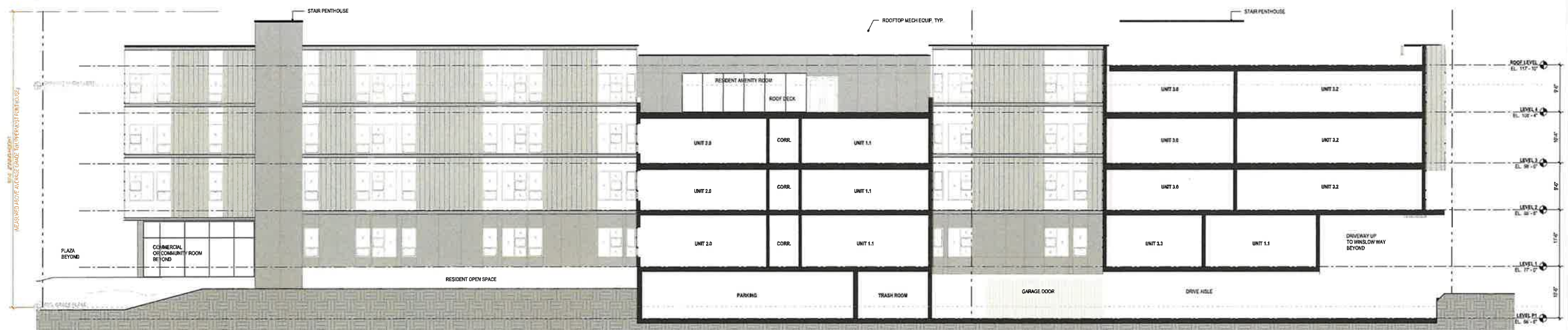
NOT FOR CONSTRUCTION

PRELIMINARY VOP SET	2023.06.30





1 SECTION 1 - E-W
1/8" = 1'-0"



2 SECTION 2 - E-W
1/8" = 1'-0"

NOT FOR CONSTRUCTION

PRELIMINARY MDP SET	2025.06.20



DATE:	2025.06.20
SCALE:	1/8" = 1'-0"
INTERNAL:	25.000
SOCIAL MAP:	25.000
SOCIAL E-W:	25.000
SOCIAL N-S:	25.000
SOCIAL P-H:	25.000
SOCIAL P-H:	25.000



CITY OF
BAINBRIDGE ISLAND

City Council Study Session Agenda Bill

MEETING DATE: July 15, 2025

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (6:30 PM) Review State Legislation Impacting Solid Waste and Status of Solid Waste Initiatives,

SUMMARY: Recently adopted State regulations will create new requirements for how the City manages solid waste. This presentation will provide an overview of relevant State and County regulations, how waste is currently managed, what the City's solid waste goals are, and proposed considerations for building sustainable and effective waste management systems while meeting State law.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:
Information only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

This presentation provides an overview of recent state legislation, regional planning efforts, and local initiatives shaping the City's solid waste management strategy. Key updates include two statewide organics management laws (HB 1799 in 2022 and HB 2301 in 2024) that mandate reductions in organic waste going to landfills by 75% by 2030. These laws require organics recycling collection (ORCA), model ordinances to reduce organic waste, and compost procurement ordinances (CPOs). Bainbridge Island is already in compliance with CPO requirements.

The 2024 Recycling Reform Act (SB 5284) introduces a statewide Extended Producer Responsibility (EPR) program requiring producers of packaging and paper to form Producer Responsibility Organizations (PROs) by July 2025, with full implementation by 2030.

Regionally, Bainbridge Island operates under Kitsap County's Solid & Hazardous Waste Management Plan (SHWMP), per an interlocal agreement. The SHWMP outlines infrastructure, facility needs, recycling, and hazardous waste management over a 20-year horizon.

Locally, Bainbridge Island has adopted solid waste goals aligned with its Climate Action Plan, including waste reduction, increasing landfill diversion, and minimizing GHG emissions. Actions already taken include a waste study, ordinances for to-go containers and compost procurement, and public education grants.

Next steps include: finalizing an agreement with the waste hauler; considering adoption of Ecology's model ordinance for organic waste; exploring composting options for multifamily residences; and updating city waste goals and strategies.

ATTACHMENTS:

[Foodcycler ECO 5 - CCAC recommendations to CC.pdf](#)
[071525_Council Study Session_Solid Waste.pdf](#)

Memorandum

To: Bainbridge Island City Manager and Bainbridge Island City Council

From: Climate Change Advisory Committee

Date: May 21, 2025

Re: Recommendations regarding Foodcycler Eco 5

One of the City's climate related goals is to reduce the amount of food waste going to the landfill thereby reducing the level of methane and other greenhouse gas emissions. The City was recently asked by the manufacturer to promote the use of a food waste processor- the Foodcycler ECO 5. In simple terms, the ECO 5 is a countertop unit that processes household which chops and dries household food waste. The manufacturer recommends that the dried finished product be used as a soil amendment.

Councilmember Hytopoulos asked CCAC to provide some recommendations regarding the ECO 5. Specifically, she asked the following questions:

- 1) Does using the Foodcycler create more harm than good;
- 2) Is using it worth it from an environmental standpoint; and
- 3) Should the City promote its use.

To answer her questions, we borrowed the City's' ECO 5 and tested it at home for two weeks. A CCAC member ran 5 batches of household food waste in the unit noting ease of its use and kept track of what was processed, processing time and amount of finished product. See Foodcycler ECO 5 home Test and Review for the results of this test. Another CCAC member analyzed the environmental benefits and costs associated with using the ECO 5. He calculated the Life Cycle Analysis of the ECO5 and concluded that it would generate less greenhouse gas emissions than would be generated if the food waste was simply put into the trash to be landfilled. See Updated Supplemental Foodcycler Supplemental analysis. He also pointed out that on Bainbridge Island, diverting the food waste directly to the composting stream through the existing green bin/yard waste program or in an effective home composting system accomplishes the same goal, without the initial and ongoing emissions associated with manufacturing, distributing and operating a Foodcycler.

Our recommendations are:

1. Based on our analysis to date, using the Foodcycler does not appear to be harmful. Over several years of use it will generate lower levels of ghg than disposal of food waste into the regular trash.

2. Using a foodcycler, such as the ECO 5, would keep food waste out of landfills where such waste is a significant source of GHGs, principally methane. From that standpoint alone it may be environmentally beneficial, however the current green bin/yard waste collection program on Bainbridge can accomplish the same goals. Also note that users of such devices without large gardens or property may not have a use for the quantity of soil amendment produced by the Foodcycler and the finished product may end up in the green bin or the trash anyway, materially reducing any GHG benefit.
3. We recommend that all residents, including multifamily dwelling unit residents, have easy access to green and recycling bins and be educated on their use. We also suggest that as part of its ongoing waste program evaluation, that the City consider requiring that the green bin/yard waste (composting) and blue bin (recycling) be available at multifamily units.

The Foodcycler is a viable alternative for people who do not currently have access to the green bin/yard waste pick up program on the Island or do not have a home composting system. However, recommending the Foodcycler use should be limited to those who can properly use the end product in their gardens. Encouraging use of a Foodcycler may help educate Bainbridge residents about the climate impacts associated with food waste. We also suggest that promoting a foodcycler could be part of an expanded Island-wide educational outreach program about climate impacts of food waste and guidance on overall waste reduction. Information on the Foodcycler should be provided with the qualifier that the green bins provide comparable or better environmental benefit depending on how the finished product is utilized or disposed of.

We are happy to work with City staff on specific outreach and educational materials regarding the ECO 5 or the Climate Action Plan's waste reduction goals.



Prepared for:
City Council Study Session

July 15, 2025

A background illustration on the right side of the slide depicts a landscape with a light blue sky, a green leaf, and a brown outline of a mountain or hill. Below the sky is a light blue band, and the bottom section is a teal area containing a white recycling symbol. A dark blue rectangular box is overlaid on the right side, containing the title text.

Solid Waste Management on Bainbridge Island

Today's Discussion

1

**Statewide
Legislation**

2

**Kitsap County
Solid &
Hazardous Waste
Management
Plan**

3

**City of
Bainbridge
Island Solid
Waste Goals**

4

Next Steps

Statewide Legislation

Organics Management Law

The state Legislature passed 2 organics management laws

- 2022 (HB 1799)
- 2024 (HB 2301)

Goal: To divert organic materials away from landfills through prevention, food rescue, and organics management facilities

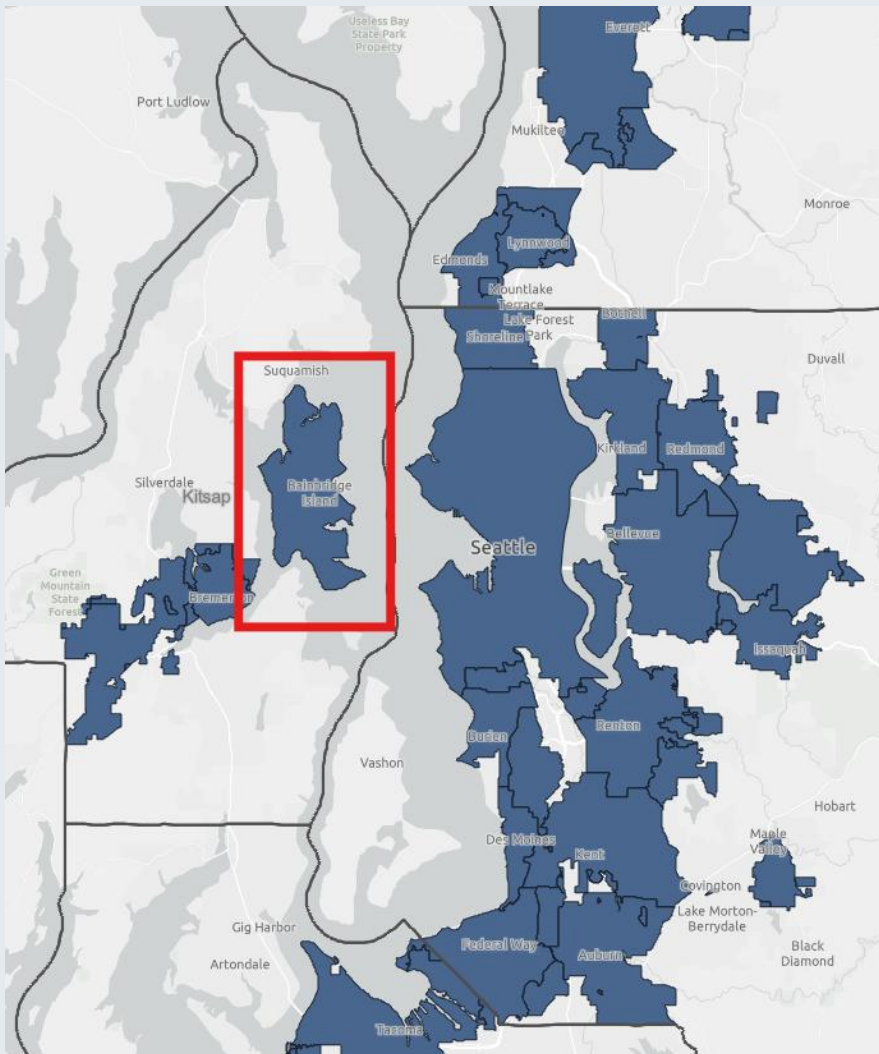
Target: By 2030, reduce organic material in the landfill by 75%

Policies in the bill relevant to the City:

- Organics Recycling Collection (ORCA) requirements
- Model ordinances to reduce organic material in landfills
- Compost Procurement ordinances (CPOs)



Organics Recycling Collection (ORCA) requirements



By April 1, 2027, cities and counties with a local solid waste plan must make year-round organics collection services available to:

- All residential customers, except multifamily residences
- All non-residential customers that create more than .25 cubic yards of organic waste per week

Cities and counties that already had organics collection service as of Jan. 1, 2024, are not required to provide year-round service so long as weekly service is provided at least 26 times per year

By April 1, 2030, all customers in these cities and counties, except multifamily residences, must receive organics and food waste collection service

Model Ordinances to Reduce Organic Material in Landfills

- Goal: Support local governments to divert organic materials from landfills
- Department of Ecology (ECY) released model ordinances for use by counties and cities and provide model mechanisms for commercial solid waste collection and disposal.
- Local governments do not have to adopt the model ordinance language.
- Jurisdictions who adopt the model language may not need a local State Environmental Policy Act (SEPA) review.



Organic Materials Management Model Ordinances

Ways for Local Jurisdictions to Reduce Generating and Disposing Organic Materials

Solid Waste Management Program

Washington State Department of Ecology
Organics Management and Food Center
Lacey, Washington

January 2025 | Publication 25-07-003
Revised February 2025

Compost Procurement Ordinances (CPOs)

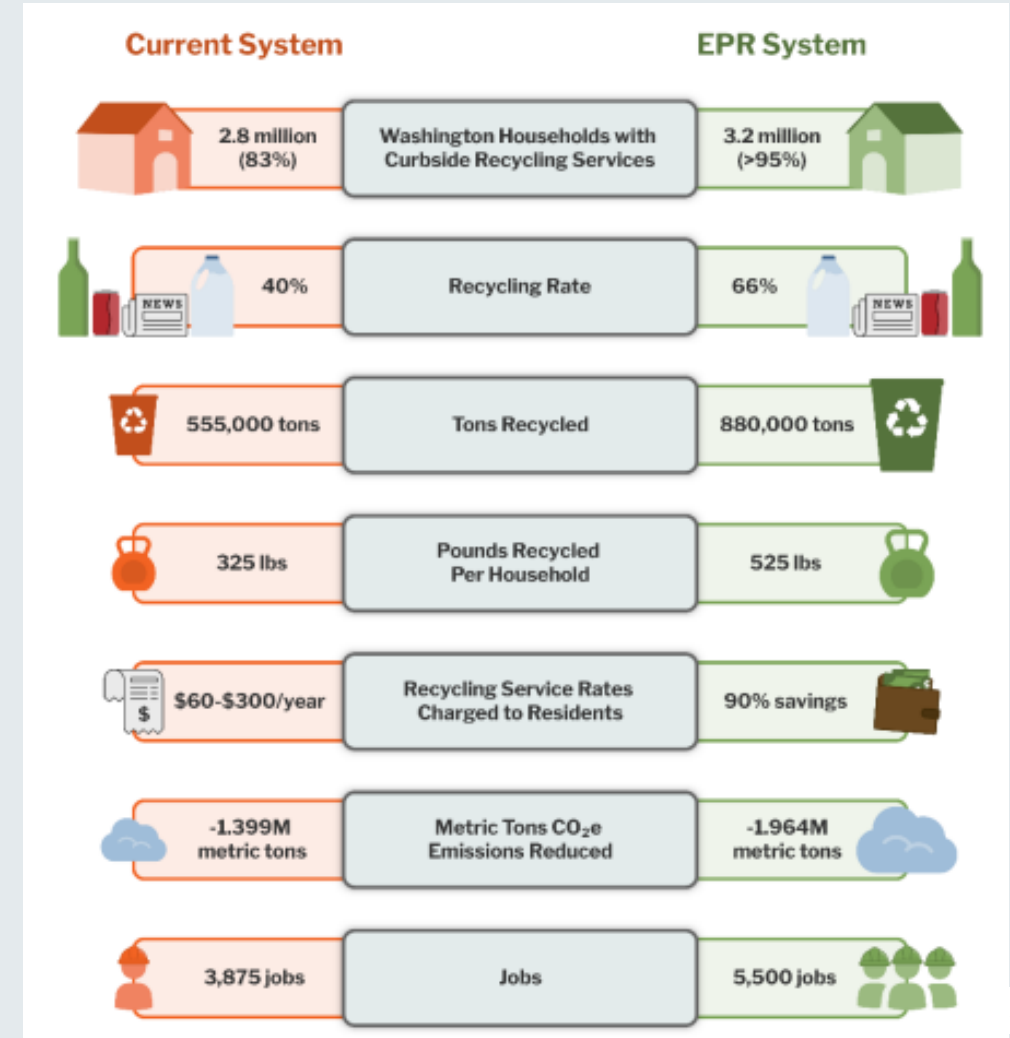
- Tool for cities, towns, and counties to look for opportunities to buy compost products and use it in their projects
- Bainbridge Island was required to pass a CPO in 2023 and City Council passed ordinance 2023-06 Adopting Compost Procurement Reporting and Usage Requirement
- Cities and Counties are required to report this data annually in March. The City met this deadline as required.



Recycling Reform Act (SB 5284)

Goal: Increase recycling rates and reduce waste by holding producers financially and operationally accountable for the lifecycle of their products.

- Establishes a statewide Extended Producer Responsibility (EPR) program for consumer packaging and paper products.
- Producers of packaging and paper products must participate in a Producer Responsibility Organization (PRO) that must:
 - Pay annual registration fees
 - fund and implement programs
 - PROs must be formed by July 2025 and draft plans submitted by 2028 with full implementation beginning in 2030.



Kitsap County Solid & Hazardous Waste Management Plan

Solid Waste System

- Waste hauler drops waste at the Olympic View Transfer Station (OVTS) in Bremerton
- Trash is compacted on-site, put into large container cars, and shipped via the railroad to the Columbia Ridge Landfill in Arlington, Oregon
- Once at the landfill, the waste is buried in engineered cells, layered, compacted, and covered with a sealant and soil to isolate it



Kitsap's trash travels over 300 miles by rail to a landfill in Oregon, a trip that takes around 24 hours.

Recycling System

- Mechanically dumped into roll-off containers at the Olympic View Transfer Station
- Hauled to several different locations both within and outside Kitsap County
 - One site is JMK Fibers, a materials recovery facility in Tacoma



Organics System

- Residential compostables are collected curbside by the waste hauler and taken to North Mason Fiber in Belfair
- Contamination Rate: Maximum 5% before it is transferred to the landfill



Kitsap County Solid & Hazardous Waste Management Plan (SHWMP)

WA Department of Ecology

- Sets standards of operation and permitting requirements for solid waste handling facilities
- Assigns primary responsibility to local governments while the state provides guidance and oversight
- Local plans must cover infrastructure, facility needs, recycling programs, and hazardous-waste programs over a 20-year horizon

Kitsap County

Kitsap County Board of Health specifically governs solid waste facilities in Kitsap County

- Regulations cover residential and commercial waste, including recycling, hazardous waste, and medical waste

Solid & Hazardous Waste Management Plan (SHWMP)

- Provides standards, requirements, and strategies specifically for waste management and reduction



City of Bainbridge Island

Interlocal Agreement NO. KC-174-23

- Interlocal agreement recognizes Kitsap County as lead agency for SHWMP
- City and Waste hauler accountable to SHWMP
- Our waste hauler is regulated by the WA Utilities and Transportation Commission, not the City.

City of Bainbridge Solid Waste Goals

Current Solid Waste Goals in Climate Action Plan

Goal 1. Reduce Island residential, commercial, and industrial waste generation

- Strategy - Promote sustainable consumption in the community
- Strategy - Reduce food waste by both commercial entities and residents

Goal 2. Increase diversion of waste from the landfill

- Strategy - Expand municipal, residential and commercial recycling and composting participation

Goal 3. Optimize collection and disposal systems to minimize GHG emissions

- Strategy - Increase the collection and diversion of construction, renovation, and demolition waste

Current Solid Waste Targets in Climate Action Plan

- By 2021, the City will establish policies to substantially reduce the use of single-use disposable food service ware by Island businesses
- By 2023, regular commercial compost services are established and consistently used
- By 2025, the City will develop a requirement for the diversion of all food waste from landfill
- By 2030, Bainbridge has a closed-loop system for its green and agricultural waste, such that organic materials are recycled and reused on Island to the maximum extent practicable

Solid Waste Actions Taken

- Tetra Tech Study
- Disposable To-Go Container Ordinance
- Compost Procurement Ordinance and Report
- Waste Reduction and Recycling Education (WRRED) Grant
- CCAC recommendations on Food Cycler



Next Steps

Considerations to Meet Requirements & Strengthen Solid Waste System

Solid Waste:

- Perform a waste characterization study to understand % contamination
- Finalize franchise agreement with waste hauler

Recycling:

- Increase diversion rate
- Reduce contamination rate
- Increase types of products that can be recycled

Organics Management:

- Consider adoption of ECY model ordinance
- Consider ordinance to support composting at multifamily residences
- Ensure compliance by April 1, 2030, that all customers, except multifamily residences, must receive organics and food waste collection service

City Goals:

- Consider updating waste goals, targets, and strategies in Climate Action Plan



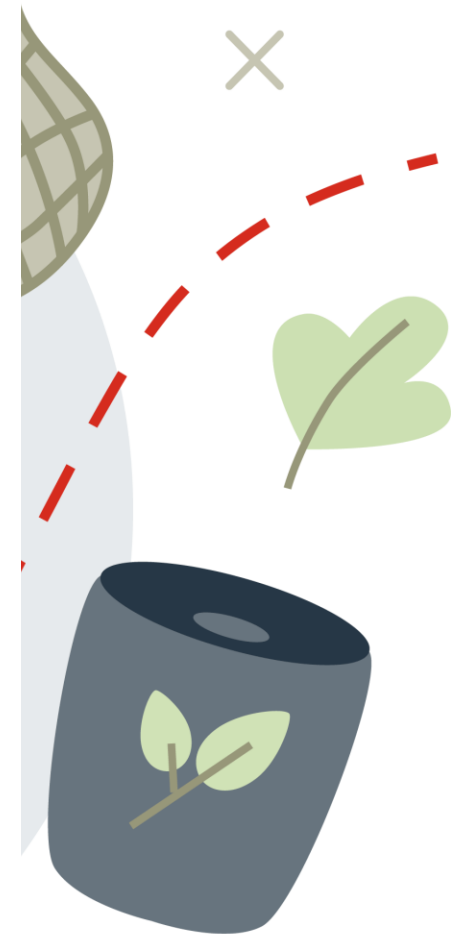
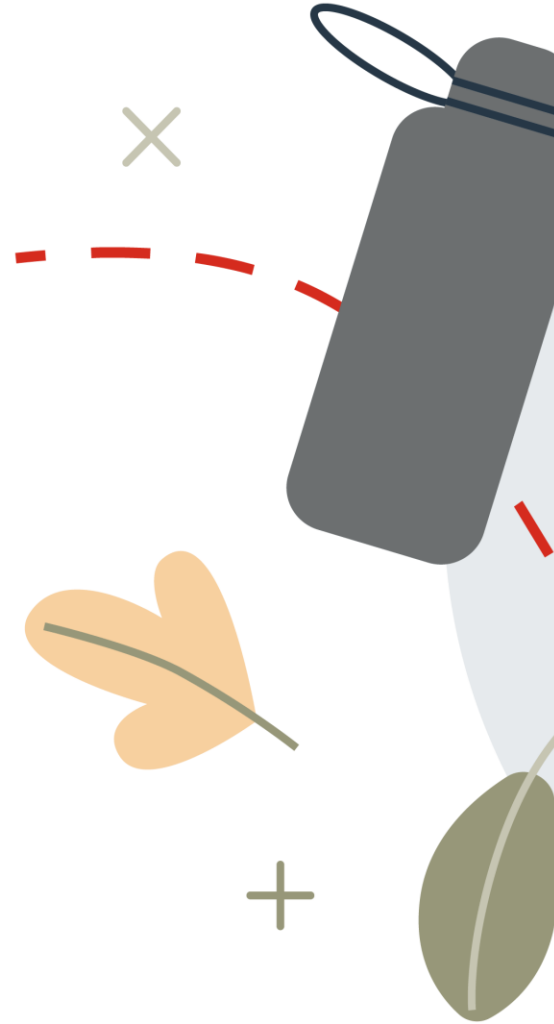
Thank you



**CITY OF
BAINBRIDGE ISLAND**

Submitted by:
Executive Department

July 15, 2025





City Council Study Session Agenda Bill

MEETING DATE: July 15, 2025

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (6:50 PM) Present Highlights of the 2024-2025 Permit Fee Rate Study - Planning,

SUMMARY:

The City is required by financial and budget policies to review permit fee rates no less than once every three years with a goal of full cost recovery for the Building Development and Services Fund (BDS). BDS was established to manage appropriate charges and cost recoveries for all city actions taken to receive, review and issue building, planning and site development permits.

The City recently completed its 3-year review of the fees charged and recommends additional increases to help decrease the general fund subsidy to BDS which has been growing since 2019. The City last updated its Building, Development and Services fees effective September 2022 with an additional consumer price index increase (CPI) added to 2024. There was no CPI increase applied to 2023 since the rates were implemented late in 2022. Prior to the last study, the City had not updated its fees since 2007. Frequent intervals of permit fee reviews provide for relatively minor fee changes compared to previous 10-year periods.

The BDS Fund does not recover costs sufficient to pay for itself. As such, the fund requires large General Fund subsidies to pay for its ongoing operations. Since 2017 the City has transferred nearly \$12.0 million to support services with \$2.075 million transferred in 2024.

Recommendations:

- Implement an application and technology fee to help decrease the general fund subsidy and to recover staff time and resources spent with customers before fees are paid.
- Concentrate larger fee increases to building permits (e.g., residences, remodels, mechanical and plumbing permits) and implement increases over 3 years. The goal would be to increase cost recovery for building fees from the current 56% to 100% by the end of 2028.
- Increase planning and engineering fees by 30% in 2026, and 10% in 2027 and 2028
- All fee increases assume that building and development rates will occur at the same levels over time and that the level of unpermitted development will go down.

Examples of Fee Rates	Current 2025	Proposed	Difference	Percent Change
Building Permit (@\$450k)	\$6,609	\$8,591	\$1,983	30%
Plan Review	4,362	5,670	1,308	30%
Conditional Use-minor	3,925	1,962	(1,963)	-50%
Conditional Use-major	21,735	8,034	(13,701)	-63%
Critical Areas-major	3,840	4,992	1,152	30%
Critical Area - minor	1,895	2,464	569	30%

AGENDA CATEGORY: Report

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Receive highlights of report.

COMMUNITY ENGAGEMENT AND OUTREACH:

planned written and media outreach on permit fees prior to effective date

FISCAL IMPACT:

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

BACKGROUND: Cities and counties are required to implement and comply with state mandates related to land use, environmental, shoreline and building safety rules. Permits are the principal method to ensure compliance with these rules and laws. Development permit fees are regulated by the State of Washington through RCW 82. 20.020 which states that a city may “collect reasonable fees from an applicant for a permit or other governmental approval to cover the cost...of processing applications, inspecting and reviewing plans, or preparing detailed statements.” RCW 82.20.020 also governs the determination of the recoverability of costs related to development permit services.

Cost recovery for permitting is related to staff time and resources spent on receipt, review and issuance of permits. Staff FTEs dedicated to permit processing also perform other general fund supported work including customer service, meetings, training, policy, assistance to long range planning, and code compliance assistance.

Policies specify a goal of full cost recovery. ***This may be impractical in the short and long-term with the City achieving only a 45% cost recovery in 2024.*** To achieve full cost-recovery for the fund, exceptionally large rate increases would be required in most planning and engineering fees that could make fees cost prohibitive and not comparable with other jurisdictions.