



**Planning Commission Special Meeting
February 24, 2022
Meeting Minutes**

CALL TO ORDER/LAND ACKNOWLEDGMENT/AGENDA REVIEW/CONFLICT DISCLOSURE

Chair Sarah Blossom called the meeting to order at 6:00 PM. Commissioners in attendance were Vice-chair Ashley Matthews, Yesh Subramanian, William Chester and Lisa Macchio. City Council Liaison Jon Quitslund was in attendance as well as the following City Staff: Interim Planning and Community Development Director Mark Hofman, Senior Planner Jennifer Sutton and Administrative Specialist Maria Dozeman who monitored the recording and prepared minutes.

The agenda was reviewed and no conflicts of interest were disclosed.

2) PLANNING COMMISSION MEETING MINUTES

2.a [February 10, 2022 Draft Minutes - Review and approve Cover Page DraftMinutes02102022.pdf](#)

Motion: I move to approve the meeting minutes for the 2/10/2022 Planning Commission meeting.
Macchio/Mathews: The motion carried 5-0

3) PUBLIC COMMENT

3.a Instructions for making a public comment.
[Cover Page Instructions_for_Providing_Public_Comment_at_Remote_Meetings__PlanningCommission.pdf](#)

There were no public comments made.

4) UNFINISHED BUSINESS

4.a [Review Ordinance No. 2022-02 \(formerly 2021-38\) to Implement Increased Density Bonus for Affordable Housing Development on Property Owned by Religious Organizations Cover Page Staff Memo.docx](#)

Ordinance No. 2022-02 (formerly 2021-38) Relating to Affordable Housing on Religious Properties.docx
Ordinance No. 2022-02 Exhibit A.pdf
RCW 36.70A.545 Increased density bonus for affordable housing located on property owned by a religious organization.pdf

4.a (6:20 PM) Review Ordinance No. 2022-02 (formerly 2021-38) to Implement Increased Density Bonus for Affordable Housing Development on Property Owned by Religious Organizations

Chair Sarah Blossom introduced the agenda item. Commissioners discussed the topic.

Motion: I move to add the following whereas clause which reads
WHEREAS, the City of Bainbridge Island created a short-term Affordable Housing Task Force (AHTF) in 2017 to help achieve the affordable housing goals and policies in the Comprehensive Plan and help the City prioritize a variety of affordable housing actions, recognizing the current housing crisis in the Puget Sound region, Kitsap County and Island-wide.
Matthews/Chester: The motion carried 5-0

Motion: I move to add the following whereas clause
WHEREAS, the City of Bainbridge Island Comprehensive Plan Policy HO 3.4 encourages partnering 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.
Matthews/Chester: The motion carried 5-0

Motion: I move to add the following whereas clause
WHEREAS, The City of Bainbridge Island Comprehensive Plan Guiding Principle #3 directs us to 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.
Matthews/Macchio: The motion carried 5-0

Motion: I move to add the following whereas clause
WHEREAS Guiding Policy 3.1 reads Ensure a variety of housing choices to meet the needs of present and future residents in all economic segments and promote plans, projects and proposals to create affordable housing.
Matthews/Subramanian: The motion carried 5-0

Motion: I move to insert into the draft Ordinance at 18.090.B.f new provision says project density bonus
Additional increase in bonus density shall be allowed as provided in the table here:

Zone	60%	100%	150%	200%
R-8				X
R-2.9			X	
R-2		X		
R-1		X		
R-0.4	X			

Macchio/Subramanian: Motion failed 0-5

Motion:
I move to amend Ordinance No 2022-02 so that Section 18.09.030(B)(6)(c) reads as follows: "Project bonus density." The density for projects may be increased above the base density by the following amounts:

- (i) Two units per acre for projects located within the Winslow Master Plan Study Area or within one-quarter mile of the Winslow Master Plan Study Area;
- (ii) Two units per acre for projects located within one-quarter mile of a Neighborhood Center; and
- (iii) One and one-half units per acre for all other projects.

Blossom/Chester: The motion carried 3 - 2

AYES: Blossom, Matthews and Chester

NOES: Macchio, Subramanian

Motion:

I move to revise Section 18.09.030(B)(6) introductory paragraph to read as follows: Affordable Housing Development on Religious Organization Owned Properties including the Bethany Lutheran Affordable Housing Pilot Project: "In order to implement RCW 36.70A.545, the City shall allow a maximum density bonus consistent with section 18.09.030(B)(6)(c) below on properties owned by religious organizations, when requested by such organizations. The projects must meet the requirements listed below and must meet RCW 36.70A.545 and the requirements listed below."

Macchio/Subramanian: The motion carried 5-0

Motion:

I move to amend Ordinance No 2022-02 by adding a new section titled "Pilot Project" that reads: "Projects built under BIMC 18.09.030(B)(6) shall initially be limited solely to the property collectively known as "Bethany Lutheran Church", as a pilot project located at the southwest intersection of NE High School Road and Sportsman Club Road NE (see Figure 18.09.030-I below)."

Blossom/Matthews: The motion carried 5-0

Motion:

I move to amend draft Ordinance 2022-02 at 18.09.030(B)(6) and insert B to read as follows:
B. Pilot Project Evaluation. An evaluation of the Pilot Project shall be developed one year and four years post certificate of occupancy and provided to the Planning Commission, City Council and the community. The evaluation must, at a minimum, address the following elements/questions, and may include other elements if needed:

1. How did the project address local need and if not why?
2. In what ways did the project address and fit with the upcoming Housing Action Plan/Assessment and if not why?

3. How was the project consistent with the elements of the Bainbridge Island Climate Action Plan and Bainbridge Island Community Based Strategies to reduce Greenhouse Gas Emissions. If not, why?
4. Did the project fit with the existing neighborhood/community? If yes, how and if not why?
5. Did the project satisfy any of the goals set forth in Planning for Equity. If yes, how and if not, why?
6. What were any unintended consequences?
7. How might the ordinance be modified to address unforeseen issues and concerns?

Macchio/Blossom: The motion carried 5-0

Motion: I move to amend draft ordinance 2022-02 18.09.030(B)(6)(c) and it shall read as follows:

The affordable housing proposals using the provisions of this section shall follow existing land use permit review procedures, depending on what type of housing development is proposed. Multifamily housing would be reviewed through the Site Plan and Design Review process of Section 2.16.040 BIMC and subdivision would be reviewed through the short- or long- subdivision processes of Sections 2.16.070 or 2.16.125 BIMC (respectively), unless specifically modified by this section.

Amend section A so that if it is a short plat it will be reviewed by the Planning Commission.

Macchio/Matthews: The motion carried 5-0

Motion: I move to amend draft ordinance 2022-02 to include the following wording under 18.09.030...: all projects developed under this code section, in addition to what is provided under Section 2.16.0404 BIMC, shall be subject to the process for Conditional Use Permits (Section 2.16.10.050 or 2.16.110 BIMC) and must be reviewed by the Planning Commission and adhere to the procedures for project review by the Planning Commission.

Macchio/Blossom: The motion carried 5-0

Motion:

I move to revise Exhibit A to Ordinance 2022-02 which is the table at section 1809.020 called the use table. There is a new row in that table and the title will be Affordable Housing on Religious Organization-owned properties including the Bethany Lutheran Affordable Housing Pilot Project and the first column will change from a P to a C.

Maccio/Matthews: The motion carried 5-0

Public Comment: Jim Halbrook not in favor of this ordinance.

Motion: I move to amend Ordinance 2022-02 18.09.030 section B shall read as follows:

all project proposals shall be subject to applicable residential development standards for Titles BIMC 15, 16, 17 and 18, unless specifically modified by this section. The affordable housing project must meet all requirements of the City and/or Kitsap Public Health District for providing drinking water or on- site septic.

Macchio/Matthews: The motion carried 5-0

Motion:

I move to amend 2022-02 section 18.09.030(B)(6)(f) to read as follows:

The maximum dwelling unit sizes shall be limited to 1400 square feet.

Macchio/Matthews: The motion carried 5-0

Motion: I move to amend Ordinance 2022-02 section 18.09.030(B)(6) to read Accessory Dwelling Units (ADU). ADUs are prohibited.

Macchio/Blossom: The motion carried with 4 - I

AYES: Blossom, Macchio, Subramanian, Chester

NOES: Matthews

Motion: I move to amend Ordinance 2022-02 section 10.89.030(B)(6) to include the following provision on Green Building to read as follows:

Green building. The dwelling units must meet either a green building certification standard of International Living Future Institute Core Certification or BuiltGreen 5 Star Certification or Washington State Evergreen Sustainable Standards. The certification program must utilize third-party verification.

Macchio/Subramanian: The motion carried 5-0

Motion:

I move to amend Ordinance 2022-02 so that Section 18.09.030(B)(6)(d), titled "Affordable Housing", reads as follows: All dwelling units planned and constructed under this section must meet the following requirements.

- i. All units must be used exclusively for affordable housing purposes for 99 years;
- ii. Units must be sold or rented to households whose adjusted income is less than eighty percent of the Area Median Income;
- iii. At least ten percent of the units must be sold or rented to households whose adjusted income is less than fifty percent of the Area Median Income;
- iv. At least fifty percent of the units must be rental housing; and
- v. The sales price or rent amount, including utilities other than telephone and cable TV, cannot exceed thirty percent of the monthly income of the household of the income limit for the low-income housing units.

The City shall require documentation to be signed and recorded through the land use and building permitting process to ensure ongoing compliance with the income requirements.

Blossom/Subramanian: The motion carried 5-0

Motion:

I move to amend Ordinance 2022-02 so that Section 18.09.030(B)(6)(h) is titled "Natural Areas and Community Space" and the first sentence is replaced by the following: "All projects must provide Natural Areas and Community Space consistent with the standards in BIMC 17.12.050, except that, at a minimum, all projects shall provide five percent of the total lot area as Community Space, even when the maximum natural area is provided."

Blossom/Chester: The motion carried 4-1

AYES: Blossom, Matthews, Subramanian and Chester

NOES: Macchio

Motion:

I move to amend Ordinance 2022-02 section 18.09.030(B)(6)(e) to include a provision related to parking and that should read as follows: Parking. The amount of parking required will be determined as part of a transportation/mobility assessment.

Macchio/Subramanian: The motion carried 5-0

Motion:

I move to amend Ordinance 2022-02 section 18.09.030(B)(6) to include the following wording: Projects proposed and constructed on the same property(ies) as existing buildings may result in a permitted mixed-use property. However, the affordable density bonus must be based on those portions of the property that are not already occupied by development. In addition, this ordinance shall not apply to religious-owned properties that are expanded or acquired after the effective date of this ordinance, unless the primary purpose of said expansion or acquisition is to provide a new or expanded facility for religious worship.

Macchio/Blossom: The motion failed 1-4

AYES: Macchio

NOES: Blossom, Matthews, Subramanian and Chester

Motion:

I move to amend Ordinance 2022-02 so that section 18.09.030(B)(6) has a new section titled "Projects" and reads Projects proposed and constructed on the same property(ies) as the existing buildings may result in a permitted use property. In addition, this ordinance shall not apply to religious-owned properties that are expanded or acquired after the effective date of this ordinance, unless the primary purpose of said expansion or acquisition is to provide a new or expanded facility for religious worship.

Blossom/Matthews: The motion carried 4-1

AYES: Blossom, Matthews, Subramanian and Chester

NOES: Macchio

Motion:

I move to add the following to section (Commissioner Matthews asked Senior Planner Jennifer Sutton to include appropriate section numbers in the draft ordinance) that we will establish by rule the formula for calculating maximum affordable prices for sales subsequent to the initial sale to allow modest growth in homeowner equity while maintaining long term affordability for future buyers.

Matthews/Blossom: The motion carried 5-0

Motion:

I move to amend Ordinance 2022-02 to move all discussed this evening as ordered under 18.09.030(B) to BIMC Chapter 18.21.

Macchio/Yesh: The motion carried 4-1

AYES: Blossom, Matthews, Subramanian and Macchio

NOES: Chester

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5) NEW BUSINESS

No new business

6) PLANNING DIRECTOR'S REPORT

Update: City Council item on appointing 2 people to the PC was put off until March 10th so that all 11 applications can be redacted and posted.

7) FOR THE GOOD OF THE ORDER

Jennifer Sutton explained, at the request of Commissioner Macchio, that the next step with the ordinance would be a public hearing at the next Planning Commission meeting on March 10th.

8) ADJOURNMENT

Sarah Blossom adjourned the meeting at 9:20 PM

