



Planning Commission Regular Meeting February 22, 2024

Meeting Minutes

1) [CALL TO ORDER/LAND ACKNOWLEDGMENT/AGENDA REVIEW](#)

Acting Chair Sarah Blossom called the meeting to order at 6:03 PM, in the Council Chambers and on the Zoom platform and read the land acknowledgement.

Present were Planning Commissioners – Sarah Blossom, Ariel Birtley, Benjamin Deines, Peter Schaab and Sean Sullivan. Commissioner Yesh Subramanian was excused. Also present was Council Liaison – Ashley Mathews, City Staff – Planning and Community Development Director – Patty Charnas, Senior Planner - Jennifer Sutton, and Planner – Joanne Mendenhall.

2) [PLANNING COMMISSION MEETING MINUTES](#)

[2a. Minutes](#)
[Cover Page](#)
[PC Minutes 01112024.pdf](#)

MOTION: I move to approve the January 11, 2024, Meeting Minutes as presented.
Schaab/Deines: – The motion carried unanimously.

3) [PUBLIC COMMENT](#)

[3a. Public Comment](#)
[Cover Page](#)
[Instructions for Providing Public Comment at Hybrid Meetings.pdf](#)

I. Kim McCormick expressed concerns and comments regarding the PSE Municipal Code Amendment Request that is item #6 on this agenda.

4) [PUBLIC HEARING](#)

[Bates Open Space Current Use Taxation Application](#)
[Cover Page](#)
[Bates PC Staff Memo.docx](#)
[Bates Property Critical Areas and Aerial Photo.pdf](#)

[Bates Open Space Site Plan.pdf](#)
[Bates Current Use Application.pdf](#)
[Pictures of Bates Property.pdf](#)
[County Assessor Current Use Tax Shift Estimate.pdf](#)

Acting Chair Blossom opened the Public Hearing and introduced Senior Planner - Jennifer Sutton who presented the project.

Senior Planner - Jennifer Sutton is recommending to the Planning Commission approval of the project as Open Space. This recommendation goes to the Kitsap County Commissioners as well as to Bainbridge Island City Council. Planner Sutton introduced the applicant, Ms. Bates. Ms. Bates offered additional information about the project.

Question & Answer session followed, no public comments were made, and Chair Blossom closed the Public Hearing at 6:26 PM.

MOTION:

I move to recommend approval of the Bates current-use application to the City Council and to the County Commission.

Schaab/Sullivan – The motion carried unanimously.

5) PUBLIC PARTICIPATION MEETING

Helpline House Public Participation Meeting
[Cover Page](#)
[Helpline House - Project Narrative submitted Feb052024.pdf](#)
[Helpline House - DRB Design Guidance 030424 - REV Site Plan.pdf](#)
[PLN52710 Preapplication letter.pdf](#)

Chair Blossom opened the Public Participation Meeting at 6:26 PM, introduced Planner Joanne Mendenhall.

Planner Joanne Mendenhall provided a brief summary of the proposed project and introduced the applicant. The applicant, Maria Metzler, of Helpline House, offered further details about the project.

Jonathan Davis, the project architect, presented and discussed the site plan.

Q&A by the Planning Commission followed.

Chair opened Public Comment –

1. Rich Gawlowski, Helpline House Board Member, commented on the limitations and challenges of the current facility for those who are disabled and/or elderly.
2. Brian McKenna, a volunteer at Helpline House - spoke about the limited current condition of the shopping area and that it's often crowded.

3. Joan Spencer, a volunteer at Helpline House - Helpline House promotes equity and helps a wide variety of people and it's a growing need. Helpline House offers value to the people who use Helpline House and there are many Bainbridge Island residents who need these services and who often are not otherwise heard or recognized.
4. Julie Matthews, a volunteer, and board member of Helpline House - is looking forward to this project, currently it's small and it's hard for volunteers to restock. The new facility will allow more people to shop at one time. It offers more space for donations and storage. Sakai food drive brought in over 30,000 pounds of food but currently face challenges in storing it all. It will allow for more effective food handling and distribution.
5. Joan Hemphill, President of the Board of Directors of Helpline House - currently they can't help everyone who needs it. Challenges exist with helping people who need mental health services, those who are now on waiting lists, storage, have had to turn away food donations because of lack of space and citizens leaving because they can't wait to use the food bank. The new facility will offer a meeting room for other organizations in the community to be able to use.
6. Dean Lierle, Development Manager at Helpline House - it's a place of healing, developed group therapy program but lacks the space to be able to conduct these therapy sessions and offer connection and healing. Need to provide more services to younger children, especially post-COVID, can't consider expanding this service without the new facility. The new community room could offer recovery options and meet in a community space - very excited about the opportunity.

Chair Blossom closed the PPM at 7:08 PM.

6) **NEW BUSINESS - 7:10 PM**

PSE Municipal Code Amendment Request

[Cover Page](#)

[Staff_Memo_to_Planning_Commission_22FEB2024__1_.pdf](#)

[PSE Proposed Code Language.pdf](#)

Chair Blossom opened the PSE code amendment request. Director Charnas offered some information about the process. There is a lot to this project and the staff is digesting a great deal of information, it affects many people and currently the City does not have a position on this project. Director Charnas introduced Planner - Joanne Mendenhall, who laid out that study sessions will need to take place. PSE is requesting a change to the BIMC in 6 areas and briefly listed each of those areas. Planner Mendenhall introduced Kerry Kriner of PSE, who presented the BIMC code change requests. Ms. Kriner answered questions of the Planning Commission, offering clarifications of some of the requests that PSE is asking for. Director Charnas proposed a process plan moving forward to examine each of the changes asked for by PSE and that studies and statements will need to be made, reviewed, and refined, before we come to the point of a Public Hearing on this subject. Chair Blossom asked that staff make recommendations that facilitate those goals.

MOTION: I move to direct the Planning Director to come back to the March 14, 2024, Planning Commission meeting, with a staff analysis of the critical areas and zoning regulation changes and an overall plan that addresses alternatives from the applicant. And to bring back to the March

28, 2024, Planning Commission meeting, the property owner/eminant domain concerns and issues and public involvement and outreach.

Blossom/Deines – The motion carried unanimously.

7) PLANNING DIRECTOR'S REPORT

Director Charnas offered an update on the status of two WA State laws that COBI is required to comply with by 2025. There will be new rules and procedures (standards) for Permit Processing and Design Review times. The DRB will be the principal entity that handles HB 1293. For Senate Bill 5290 - Director Charnas is asking for assistance from the Planning Commission on the Permit Processing and would like to present a draft Work Plan at the March 28, 2024, Planning Commission meeting, for review and input. Clerk to the Planning Commission to forward both laws to the Planning Commission for review.

8) FOR THE GOOD OF THE ORDER

Commissioner Deines - shared the information he gathered about the plans for the property where the old police station is located (Winslow & 305) and would like the Planning Commission to participate in what's next for that property, especially with how that will fit in with the Winslow Subarea Plan. He wanted to voice his opinion and hopes that more considerations are being looked at for that corner, in addition to the affordable housing that has been mentioned.

Commissioner Sullivan offered that his family is expecting a new baby and that his participation on the Planning Commission could be challenged for a period of time.

9) ADJOURNMENT - 8:35 PM

A handwritten signature in black ink that reads "Sarah Blossom". Below the signature, the text "Sarah Blossom, Chair" is printed in a small, light font.

Sarah Blossom, Acting Chair

A handwritten signature in blue ink that reads "Renee Argetsinger".

Renee Argetsinger, Clerk to the Planning Commission