



Planning Commission Regular Meeting September 11, 2025

Meeting Minutes

1) CALL TO ORDER/LAND ACKNOWLEDGMENT -

Chair Sarah Blossom called the meeting to order at 6:10 PM and read the Land Acknowledgement. All Planning Commissioners were present in chambers. Also present were PCD Director Patty Charnas, Senior Planner Jennifer Sutton, and City Council Liaison Jon Quitslund and Mayor Ashley Mathews.

2) AGENDA REVIEW / DISCLOSURE OF CONFLICTS -

MOTION: I move approval of the agenda, as amended.

Schaab / Deines – The motion carried unanimously, 6-0. Commissioner Sullivan was absent.

MOTION: I motion to move item 6b ahead of 6a on the agenda.

Sullivan / Blossom – The motion carried unanimously, 6-0. Commissioner Birtley was absent.

3) PUBLIC COMMENT INSTRUCTIONS -

Public Comment Instructions -

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[Instructions_for_Providing_Public_Comment_for_all_PC_agendas_20250103.pdf](#)

Chair Blossom gave instructions on providing public comment. Public comments were received.

4) PLANNING DIRECTOR'S REPORT – No Director's report provided.

5) PUBLIC PARTICIPATION MEETING -

625 Winslow Way Affordable Housing Project - Public Participation Meeting

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[625W PPM Final 2025-09-05.pdf](#)

Chair Blossom opened the Public Participation Meeting at 6:30 PM and introduced Senior Planner Jennifer Sutton who provided an overview of the project and introduced the developers, LIHI. LIHI Chief Strategy Officer - John Grant provided details on the project. Chair Blossom opened Q&A at 6:55 pm. Public Comment was received from approximately 70 individuals on the project.

Commissioner Birtley excused herself from the meeting at 9:23 PM.

6) PUBLIC HEARINGS –

6a. Consider Ordinance No. 2025- 26 Related to Accessory Dwelling Units

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[Ordinance No. 2025-26 ADU Code Updates.pdf](#)

[Pre Approved ADUs and BIMC_PC 08.14.2025.pdf](#)

Director Patty Charnas introduced the Accessory Dwelling Units (ADU) Ordinance 2025-26 and provided information on this process. Chair Blossom opened the public hearing at 1:18 AM.

Public comment provided by one individual. And the chair closed the public hearing at 1:20 AM.

Discussion by the commission followed.

MOTION: I move to recommend approval of Ordinance No. 2025-26 related to accessory dwelling units to the City Council.

Garcia / Preudhomme – The motion carried unanimously 5-0. Commissioners Birtley and Schaab were absent.

6b. Ordinance No. 2025-21 Development Standards for Affordable Housing Projects

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[Ordinance No. 2025-21 Development Standards for Aff Housing.pdf](#)

[Current Zoning Downtown Winslow.pdf](#)

Chair Blossom opened the public hearing at 11:06 PM. Senior Planner Jennifer Sutton introduced the ordinance and answered questions of the commission.

Public comments received from 6 individuals. The Chair closed the public hearing at 11:23 PM.

MOTION: I move to amend Ordinance 2025-21, Footnote 8, as presented on the screen.

[8] In the Ferry and Central Core Overlay Districts east of State Route 305, the maximum FAR for development projects with 100% of residential units designated as affordable housing is ~~2.0~~ 2.5 when a property is receiving FAR purchased from the Islander Mobile Home Park pursuant to BIMC 18.12.030.E.1.b in an amount at least equal to the difference between the maximum FAR allowed in the underlying zoning district and the proposed FAR for the development project. A maximum of 10% of the affordable housing project's proposed FAR may be devoted to commercial or other nonresidential uses allowed within the districts, without the limitation described in footnote 2. The maximum building height for such affordable housing projects shall be 55 feet as set forth in BIMC Table 18.12.020-3, provided that rooftop structures required for emergency fire and life safety egress shall not be counted toward the maximum building height.

Schaab/Sullivan – The motion carried 4-2, Yea: Commissioners Deines, Schaab, Sullivan and Preudhomme, Nay: Blossom & Garcia.

MOTION: I move to call the question (on the motion to amend Ordinance 2025-21).

Sullivan / Deines – The motion carried 4-2, Yea: Commissioners Deines, Schaab, Sullivan, and Preudhomme, Nay: Commissioners Blossom & Garcia. Commissioner Birtley was absent.

MOTION: I would make a motion to require that affordable units built by utilizing the regulations in Footnote 8 shall remain affordable to households earning 80% AMI and below for 75 years.

Blossom / Garcia – The motion carried unanimously 6-0. Commissioner Birtley was absent.

MOTION: I move for the City to strive to include an expanded beyond one meeting DRB interface, whether that happens in the ordinance or through some other mechanism.

Deines / Blossom – The motion carried unanimously 6-0. Commissioner Birtley was absent.

MOTION: I move to that we add language to this ordinance to require no more than half a space of parking per unit.

Deines / Schaab – The motion failed 3-3, Yea: Commissioners Deines, Schaab and Sullivan, Nay: Commissioners Blossom, Preudhomme, and Garcia. Commissioner Birtley was absent.

MOTION: I move to recommend to Council draft Ordinance 2025-21 as amended in our meeting this evening.

Sullivan / Schaab – The motion carried 4-2, Yea: Commissioners Deines, Schaab, Sullivan and Preudhomme, Nay: Commissioners Blossom and Garcia. Commissioner Birtley was absent.

MOTION: I move to recommend that the City Council formally reach out to the Suquamish Tribe, and the artist of the welcoming pole on the Sound to Olympic Trail, to discuss its relation to the 625 Winslow Way building project.

Schaab / Garcia – The motion carried unanimously 6-0. Commissioner Birtley was absent.

7) **FOR THE GOOD OF THE ORDER** - Nothing offered.

8) **ADJOURNMENT - 1:29 AM**

_____/s/_____
Sarah Blossom, Chair

_____/s/_____
Renee Argetsinger, Clerk to the Planning Commission