



**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, SEPTEMBER 24, 2024**

COUNCIL CHAMBERS
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA

AND

REMOTE MEETING ON ZOOM
PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
[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 / PLEDGE OF ALLEGIANCE - 6:00 PM**
2. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:05 PM**
3. **PRESENTATION(S)**
 - 3.A **(6:10 PM) Present Proclamation Declaring October 2024, as Filipino American History Month,** 5 Minutes
[Filipino American History Month Proclamation 2024.docx](#)
 - 3.B **(6:15 PM) Present the Proclamation Declaring the Month of September 15 through October 15, 2024 as "Hispanic and Latine Heritage Month,"** 5 Minutes
[Proclamation for National Hispanic and Latine Heritage Month 2024 \(1\).docx](#)
4. **PUBLIC COMMENT - 6:20 PM**

In person public comment is accepted at this time on any topic of public interest. Each commenter will have three minutes, or such amount as the meeting chair determines, to speak. Public comment is not taken on individual agenda items during the meeting. For items scheduled for a public hearing, comment is accepted from an individual only one time, either during public comment or during the hearing.

Public comment is simply received by the Council, with no response, and Council cannot deliberate on items that are not on the agenda. The lack of comment is not an endorsement or a denial of the comment. Please refer to guidelines and instructions for public comment, including orderly behavior and civility in remarks, attached below. Remote public comment is allowed with advance notice by noon on the date of the meeting to

the City Clerk, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

- 4.A Instructions for Providing Public Comment** 15 Minutes
[Instructions for Providing Public Comment March 2024.pdf](#)

5. CONSENT AGENDA - 6:35 PM

All items listed under this section are considered to be routine and will be acted upon with one motion and one vote. There will be no separate discussion of these items unless a member of the City Council, or City Manager so requests, in which event, the item will be considered separately in its normal sequence.

- 5.A Agenda Bill for Consent Agenda,** 5 Minutes

- 5.B Approve Accounts Payable and Payroll**
[AP Report to Council of Cash Disbursements 09-11-24.pdf](#)
[AP Report to Council of Cash Disbursements 09-18-24.pdf](#)
[Council Report 09-20-2024.pdf](#)

- 5.C Approve City Council Meeting Minutes**
[Regular City Council Business Meeting Minutes, September 10, 2024.pdf](#)
[City Council Study Session Minutes, September 17, 2024.pdf](#)

- 5.D Authorize the City Manager to Execute the Renewal of the Interlocal Agreement with Kitsap County for Emergency Vehicle Operations Course Training - Police**
5 Minutes
[KC 500-24 Bainbridge Island EVOC ILA 9.10.2024.docx](#)

- 5.E Authorize the City Manager to Execute the Renewal of the Interlocal Agreement with the Seattle Police Department for Continued Agency Participation in the Washington State Internet Crimes Against Children Task Force - Police**
5 Minutes
[2024 ICAC Interagency Agreement Bainbridge Island PD.docx](#)

- 5.F Authorize the City Manager to Apply for a Washington State Department of Ecology Grant to Support Construction of the Manzanita Watershed Stormwater Recharge Project (\$722,500 Grant; \$127,500 Storm and Surface Water Management Fund Match) - Public Works**

[Stormwater Park Artist Rendering.pdf](#)
[Stormwater Park Final Plans.pdf](#)

- 5.G Adopt Ordinance No. 2024-21 Prohibiting Crematoria in All Zoning Districts - Planning,** 5 Minutes
[Ordinance Defining and Prohibiting Crematoria 2024-21.docx](#)
[Crematorium Memo 07192024.docx](#)

- 5.H Adopt Ordinance No. 2024-04 Relating to Utility Regulations - Planning,** 5 Minutes
[Ordinance No. 2024-04 Utility Regulations](#)
[Ordinance No. 2024-04 Exhibit A.docx](#)

[Ordinance No. 2024-04 Exhibit B.docx](#)
[Ordinance No. 2024-04 Exhibit C.docx](#)
[Staff Report Ordinance No. 2024-04.pdf](#)
[PSE Submittal Bainbridge Code Amendment Analysis.pdf](#)
[PSE Submittal Bainbridge Island Code Amendment Best Available Science Review.pdf](#)
[PSE Submittal Code Amendment Narrative 3.21.24.pdf](#)
[PSE_CouncilPresentation_09102024.pptx](#)

6. COUNCIL ANNOUNCEMENTS - 6:40 PM

7. CITY MANAGER'S REPORT - 6:50 PM

8. REGULAR BUSINESS

8.A (6:55 PM) Receive Update on Groundwater Management Plan - Public Works, 20 Minutes
[GWMP City Council Update 092424_.pptx](#)

8.B (7:15 PM) Receive Recommendations from the Climate Change Advisory Committee to Revise Some Current Requirements for Electric Car Charging Infrastructure in Commercial and Multi-Family Developments - Executive, 20 Minutes
[Final EV Charging Infrastructure CCAC July 17th 2024](#)

8.C (7:35 PM) Review 30% Conceptual Design Plan for the Senior/Community Center, 15 Minutes
[BI Senior Community Center_30% Conceptual Design Narrative_9-24-24.pdf](#)
[BI Senior Community Center_30% Conceptual Design Presentation_09-24-24.pdf](#)

8.D (7:50 PM) Appoint Council Members to Interview Candidates for the Kitsap Public Facilities District Board, 5 Minutes

9. ADJOURNMENT - 7:55 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 OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (6:10 PM) Present Proclamation Declaring October 2024, as Filipino American History Month,

SUMMARY:

The attached proclamation declares October, 2024, as Filipino American History Month. It is one of the annual proclamations that may be signed by the Mayor without further Council action.

AGENDA CATEGORY: Proclamation

PROPOSED BY: City Council

RECOMMENDED MOTION:

Presentation only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Filipino American History Month Proclamation 2024.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring the month of October 2024, as Filipino American History Month.

WHEREAS, the earliest documented proof of Filipino presence in the continental United States was in October 18, 1587, when the first "Luzones Indios" set foot in Morro Bay, California; and

WHEREAS, Filipino American History Month was first celebrated in the United States in October 1992; and in 2019 the State of Washington passed Senate Bill 5865, permanently making October Filipino History Month in Washington State; and

WHEREAS, Bainbridge Island is the home of a historic Filipino community and the Bainbridge Island Filipino Hall, with the earliest record showing a Filipino person employed at the Port Blakely Mill in 1883, who was the first known employee from the Philippines in the Pacific Northwest; and

WHEREAS, in the late 1930s and early 1940s, Indigenous women from 19 different tribes in Canada, Washington, and Alaska migrated to Bainbridge Island and married Filipino men, creating the Indipino community unique to Bainbridge Island; and

WHEREAS, the Filipino community has played – and continues to play – a lasting and important role in Bainbridge Island's rich agricultural, cultural, social, and civic history; and

WHEREAS, in 2018 citizens of Bainbridge Island were awarded the Congressional Gold Medal for Filipino Veterans of World War II, marking their profound contributions in the US Armed Services; and

WHEREAS, Filipino American History Month provides an opportunity to promote the study of Filipino American history and culture, recognize the richness of Filipino American ethnicity, and honors the contributions of Filipino Americans both to our local community and to the nation as a whole.

NOW, THEREFORE, I, Joe Deets, Mayor of the City of Bainbridge Island, on behalf of the City Council, proclaim October 2024, as

FILIPINO AMERICAN HISTORY MONTH

in the City of Bainbridge Island, and urge all Islanders to observe and celebrate this month by expanding their understanding of this important part of our heritage through activities and programs that focus on the rich history of our Filipino and Indipino families, neighbors, and friends.

DATED this 24th day of September 2024

Joe Deets, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (6:15 PM) Present the Proclamation Declaring the Month of September 15 through October 15, 2024 as "Hispanic and Latine Heritage Month,"

SUMMARY: The attached proclamation declares the month of September 15 through October 15, 2024, as "Hispanic and Latine Heritage Month." It is one of the annual proclamations that may be signed by the Mayor without further Council action.

AGENDA CATEGORY: Proclamation

PROPOSED BY: City Council

RECOMMENDED MOTION: Presentation only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Proclamation for National Hispanic and Latine Heritage Month 2024 \(1\).docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring the month of September 15 to October 15, 2024, as “Hispanic and Latine Heritage Month.”

WHEREAS, National Hispanic Heritage Month began as Hispanic Heritage Week, signed into law by President Lyndon B. Johnson in 1968. In 1988, the commemorative week was expanded to a month by President Ronald Reagan; and

WHEREAS, Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, Mexico, Chile, and Belize celebrate their independence during September; and

WHEREAS, Latine people are descendants from Latin American countries and may speak a variety of different languages. Hispanic people are descendants from Spanish speaking countries, including Spain; and

WHEREAS, as language evolves to become more inclusive, Latine is used as a gender neutral or non-binary term for people of Latin American descent, though there is some ambivalence about this term within Spanish-speaking communities; and

WHEREAS, Latine identity often includes people from Indigenous, African, and Asian ancestry; and

WHEREAS, many Hispanic and Latine people came to the United States as immigrants and have fought for local, state, and national initiatives providing pathways to citizenship and protecting the right to vote; and

WHEREAS, throughout the history of the United States, Hispanic and Latine people have helped shape this country and Bainbridge Island in countless ways through law, agriculture, the arts, education, technology, architecture, cuisine, social justice, exploration and more; and

WHEREAS, we appreciate and honor the achievements and contributions of Hispanic and Latine people in our community and beyond, and continue our efforts to ensure Bainbridge Island is a welcoming and inclusive place that provides just and equal representation and opportunities for all.

NOW, THEREFORE, I, Joe Deets, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim September 15 through October 15, 2024, as “HISPANIC AND LATINE HERITAGE MONTH” in the City of Bainbridge Island and call upon all residents to celebrate this month through activities and programs that enlighten and inspire our understanding of the rich heritage of our Hispanic and Latine families, neighbors, and friends.

DATED this 24th day of September 2024

Joe Deets, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: Instructions for Providing Public Comment

SUMMARY: Instructions and guidelines for providing public comment are attached.

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION: Information only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Instructions for Providing Public Comment March 2024.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CITY CLERK'S OFFICE

Members of the public are encouraged to submit written public comment to the City Council at any time by emailing Council at council@bainbridgewa.gov. Members of the public who wish to provide public comment in-person at a City Council business meeting should sign up to speak on the sign-in sheet by the Chamber doors. The Mayor will call the people signed up on the sign-in sheet, and speakers will have three minutes to speak from the podium. Please speak directly into the microphone, which is adjustable. A timer on the screen will indicate when 3 minutes (or such other time set by the Mayor) has elapsed. The Deputy Mayor will also hold a sign indicating when 30 seconds of the allotted time remains.

Guidelines for public comment are below. Remote public comment is allowed with advance notice to the City Clerk by noon on the date of the meeting at cityclerk@bainbridgewa.gov, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

Excerpts from the Governance Manual regarding public comment:

5.6 Respect and Decorum

It is the duty of the Presiding Officer and Councilmembers to maintain dignity and respect for their offices, City staff, and the public. While the Council is in session, the Councilmembers shall preserve civility, order and decorum. No member of the public shall, by conversation or otherwise, delay, disrupt, or interrupt the proceedings of the Council, nor engage in any of the prohibited behavior described below. Councilmembers and the public shall obey the proper orders of the Presiding Officer of the meeting.

5.6.1 Orderly Behavior and Civility in Remarks

Any person disrupting the business of the Council, either while addressing the Council or attending the proceedings, shall be asked to leave, or be removed from the meeting. Continued disruptions may result in a point of order by the Presiding Officer or a Councilmember pursuant to the Council's parliamentary rules, or a recess, forced removal, or adjournment as described elsewhere in this manual. Disruptive behavior includes, but is not limited to, the following:

- (a) Speaking without being recognized by the Presiding Officer.
- (b) Continuing to speak after the allotted time has expired.
- (c) Speaking on an item at a time not designated for discussion by the public of that item, such as speaking on a quasi-judicial item at a time other than during a public hearing or closed record proceeding on the matter.
- (d) Throwing objects.

- (e) Speaking on an issue that is not a public topic, in violation of Section 9.12.2.
- (f) Speaking in favor of or in opposition to a ballot proposition or a candidate for public office, provided, that public comment is allowed when the City Council is considering taking a collective position in favor of or in opposition to a ballot proposition as authorized in RCW 42.17A.555.
- (g) Impersonating a City Councilmember or a member of the City staff.
- (h) Shouting or otherwise engaging in loud or boisterous behavior.
- (i) Continuing to make repetitive remarks after being requested not to do so by the Presiding Officer or a majority of the City Council.
- (j) Attempting to engage the audience rather than the Council, e.g., asking audience members to stand, clap, boo or otherwise express collective support or opposition to any matter.
- (k) Booing, hissing, or otherwise disrupting the comments of another speaker.
- (l) Using racial slurs or other slurs directed at the color, creed, religion, ancestry, gender, sexual orientation, gender expression or identity, national origin, citizenship or immigration status, or mental, physical, or sensory disability of any individual or group, under circumstances where such words constitute “fighting words” under constitutional law.
- (m) Refusing to modify conduct after being advised by the Presiding Officer that the conduct is disrupting the meeting or disobeying any other lawful order of the Presiding Officer or a majority of the City Council.

5.6.2 Permission Required to Address the Council

Persons other than Councilmembers and Administration shall be permitted to address the Council only upon recognition and introduction by the Presiding Officer of the meeting.

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9.12.2 Subjects – Whether or Not on the Current Agenda

Public comments received during the public comment period may be on any public topic, whether or not on the agenda, but a comment on the subject that is covered by a public hearing at that meeting must be made during the period of the public hearing. All public comment shall be made consistent with Section 5.6.

9.12.3 Use of Microphones

Comments shall be made directly into the microphone, as it is necessary for the public record and for the audience to hear all proceedings. No comments shall be made from any other location.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Agenda Bill for Consent Agenda,

SUMMARY: Council will consider approval of the Consent Agenda.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to approve the Consent Agenda as presented.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:

Ongoing Cost:

One-Time Cost:

Included in Current Budget?

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME:

AGENDA ITEM: Approve Accounts Payable and Payroll

SUMMARY: Council will consider approval of payroll and accounts payable.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve accounts payable and payroll.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[AP Report to Council of Cash Disbursements 09-11-24.pdf](#)

[AP Report to Council of Cash Disbursements 09-18-24.pdf](#)

[Council Report 09-20-2024.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS
CHECK RUN DATE: 09/11/2024

Last check from previous run: 361747 dated 9/5/2024 issued to Erik Wood for \$212.64

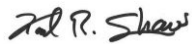
Last ACH from previous run: 4458 dated 9/6/2024 issued to Westbay Auto Parts for \$45.83

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
Regular Run Checks	09/11/2024	361748-361762	Total Regular Check Run	\$ 114,303.08
Regular Run ACH	09/12/2024	4459-4509	Total Regular ACH Run	\$ 729,322.73
VOID	08/22/2024	4385	EX/Meyers Emergency Management/Returned ACH	N/A
VOID	03/29/2023	360004	Jim Traxler/Check lost in mail, not received by vendor	N/A
Total Disbursements				\$ 843,625.81

Retainage Release	N/A	N/A		N/A
Travel Advance	N/A	N/A		N/A

Prepared and Reviewed by  Jacob Kines, Senior Accounting Technician

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished,
the services rendered, or the labor performed as described herein and that the claim
is a just, due, and unpaid obligation against the City of Bainbridge Island,
and that I am authorized to authenticate and certify to said claim.



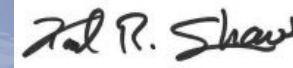
Karl R. Shaw, Accounting Manager

9/11/2024

Date

CITY OF BAINBRIDGE ISLAND

(JK)


 9/9/2024


A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100		CASH													
CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN							NET	
										INVOICE DTL DESC							
4385	08/22/2024	VOID	10193	MEYERS	EMERGENCY MAN	274064	INV-000031	07/31/2024								-15,000.00	
Invoice: INV-000031										EX/6 PALLETS EMERGENCY WATER HUBS TRAILERS							
						-15,000.00		31011256 531100		EX-GF-EMERG PREP-SUPPLIES							
								CHECK	4385	TOTAL:						-15,000.00	
								NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***						-15,000.00	
										COUNT	AMOUNT						
								TOTAL VOIDED CHECKS		1	15,000.00						
												*** GRAND TOTAL ***				-15,000.00	

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE DESC			
2024	9	59									
APP	001-213000							GENERAL - ACCOUNTS PAYABLE			15,000.00
	09/09/2024		4385	VOID				AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100							CASH		15,000.00	
	09/09/2024		4385	VOID				AP CASH DISBURSEMENTS JOURNAL			
								GENERAL LEDGER TOTAL		15,000.00	15,000.00
APP	631-130000							DUE TO/FROM CLEARING			15,000.00
	09/09/2024	08/21/24		VOID				GENERAL - DUE TO/FROM CLEARING		15,000.00	
APP	001-130000										
	09/09/2024	08/21/24		VOID							
								SYSTEM GENERATED ENTRIES TOTAL		15,000.00	15,000.00
								JOURNAL 2024/09/59	TOTAL	30,000.00	30,000.00

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001	GENERAL FUND	2024	9	59	09/09/2024			
	001-130000					GENERAL - DUE TO/FROM CLEARING	15,000.00	
	001-213000					GENERAL - ACCOUNTS PAYABLE		15,000.00
						FUND TOTAL	15,000.00	15,000.00
631	CLEARING FUND	2024	9	59	09/09/2024			
	631-130000					DUE TO/FROM CLEARING		15,000.00
	635-111100					CASH	15,000.00	
						FUND TOTAL	15,000.00	15,000.00

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		15,000.00
631	CLEARING FUND	15,000.00	
TOTAL		15,000.00	15,000.00

** END OF REPORT - Generated by Jacob Kines **

Jacob Kines

From: Brigham Huish
Sent: Monday, September 9, 2024 7:52 AM
To: Jacob Kines
Subject: RE: Meyers Emergency Management Payment

ACH #4385 has been uncleared.

Thanks,
-Brig

From: Jacob Kines <jkines@bainbridgewa.gov>
Sent: Saturday, September 7, 2024 4:15 PM
To: Brigham Huish <bhuish@bainbridgewa.gov>
Subject: RE: Meyers Emergency Management Payment

Brig,

Can you unpost/unselect ACH #4385 in Munis? I will need to void this ACH payment so that the ORG/OBJ codes are not charged twice in Munis and the budget is thrown off.

Thanks,

JACOB KINES

Senior Accounting Technician – Accounts Payable



www.bainbridgewa.gov

facebook.com/citybainbridgeisland/

206.780.8612 (office)

From: Brigham Huish <bhuish@bainbridgewa.gov>
Sent: Tuesday, September 3, 2024 12:34 PM
To: Jacob Kines <jkines@bainbridgewa.gov>
Cc: Patrick Meyers <pmeyers@meyersem.com>
Subject: RE: Meyers Emergency Management Payment

Hi Jacob,

Please see below for \$15,000.00 returned ACH payment. It appears that we can reprocess the invoice so payment can be sent to their new bank account.

Post Date	Reference	Additional Reference	Description	Debit	Credit
08/23/2024	CityofBainbridge CR		PREAUTHORIZED ACH CREDIT CityofBainbridge CR RTN 9160019677 Charge Back for Return d Originated Credits		\$15,000.00
08/23/2024	Total Calculated Credits (1 item)				\$15,000.00

Thank you,



Brigham Huish

Accountant

www.bainbridgewa.gov

facebook.com/citybainbridgeisland/

206.780.8617 (office) 206.842.5741 (fax)

From: Accounts Payable <accounts payable@bainbridgewa.gov>

Sent: Friday, August 30, 2024 2:47 PM

To: Patrick Meyers <pmeyers@meyersem.com>; Brigham Huish <bhuish@bainbridgewa.gov>

Subject: RE: Meyers Emergency Management Payment

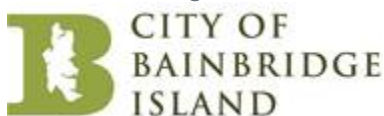
Brig,

Will you please check our bank account to make sure if any ACH payments were sent back to us since 8/27/24? The returned ACH amount should have been \$15,000.00 and was supposed to be sent to Meyers Emergency Management. Please let me know if you see this return now or in the next couple of days as we will need to reprocess the invoice so payment is sent to their new bank account.

Thanks,

JACOB KINES

Senior Accounting Technician – Accounts Payable



www.bainbridgewa.gov

facebook.com/citybainbridgeisland/

206.780.8612 (office)

From: Patrick Meyers <pmeyers@meyersem.com>

Sent: Friday, August 30, 2024 2:36 PM

To: Accounts Payable <accounts payable@bainbridgewa.gov>

Subject: Meyers Emergency Management Payment

CAUTION: THIS EMAIL ORIGINATED FROM OUTSIDE THE CITY OF BAINBRIDGE ISLAND EMAIL SYSTEM -Take caution NOT to open attachments or links unless you know the sender AND you were expecting the attachment or the link.

Good Afternoon!

I trust this message finds you well.

Following our telephone discussion earlier today, I am writing to address the matter of the payment issued for Invoice INV-000031.

As previously communicated, we have transitioned our banking services from Chase Bank to Citizens Bank. Although I forwarded the updated account information last week, the payment in question was dispatched before these changes were enacted.

Consequently, since the account with Chase Bank has been closed, the payment was returned on August 27, 2024. Please anticipate a credit adjustment being posted to your account accordingly.

I appreciate your understanding and apologize for any inconvenience this may have caused.

Thank you for your attention to this matter.

Be Safe,

Patrick S. Meyers, CEM

Founder and CEO

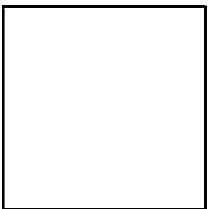
Meyers Emergency Management

Direct Phone & Fax: (516) 544-1085

Toll Free: 833-636-4030 ext: 101

E-mail: pmeyers@meyersem.com

Live Schedule: calendly.com/patrick_meyers



VENDOR NUMBER	VENDOR NAME	EFT NUMBER	EFT DATE	EFT AMOUNT
10193	MEYERS EMERGENCY MANAGEMENT	4385	08/22/2024	\$15,000.00

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
07/31/2024	INV-000031	EX/6 PALLETS EMERGENCY WATER HUBS TRAILERS Voucher #: 274064	\$15,000.00



City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110-1812
(206) 780-8617

ENDORSEMENT MUST
MATCH PAYEE NAME

Vendor Number	EFT Number	EFT Date
10193	4385	08/22/2024

*** Fifteen Thousand Dollars And Zero Cents ***

\$15,000.00

Pay To
The
Order Of

MEYERS EMERGENCY MANAGEMENT
7105 3RD AVE #418
BROOKLYN, NY 11209

4385

EFT COPY
NON-NEGOTIABLE

Accounts Payable Approval Stamp

Vendor Name:	Meyers Emergency Management	Vendor Number:	
		(If Available)	
Amount approved for payment:	\$15,000		
Reviewed by (e-sign):		Initial if unable to e-sign:	AL
Approved by (e-sign):		Initial if uable to e-sign:	BK
Date Approved (mm/dd/yyyy):			
ORG:	31011256	OBJ:	531100
PRJ:			
Contract #:			
PO#:			
Comments or Questions:	Invoice 000031 for 6 pallets of emergency water approved for payment \$15,000. These six pallets are for the latest round of hubs trailers emergency supplies to round out the emergency water we already have in the first four trailers.		
Received by: _____			
Rev. 04/01/20 CEM For Internal Use Only 			



MEYERS EMERGENCY MANAGEMENT
Resiliency Within Reach

INVOICE

Invoice# INV-000031

Bill To

City of Bainbridge Island

280 Madison Avenue North
Seattle, WA 98110

Ship To

City of Bainbridge Island

7305 Hidden Cove Road
Bainbridge Island, 98110

Subject :

6 Pallets of Safe Water for Bainbridge Island

Invoice Date	Terms	Due Date
07-31-24	Due On Receipt	07-31-24

#	Item & Description	Qty	Rate	Discount	Amount
1	Safe Water - Full Pallet Ultra-pure emergency drinking water with a guaranteed shelf-life of 75-years. 1 Pallet = 72 Cases or 1,728 Individual Cans, totaling 216 gallons of water. 1 Case = 24 cans at 16oz per can (3 gallons per case).	6.00 EA	2,300.00	1,200.00	12,600.00
2	Freight Standard freight, no lift gate. Client has forklift capable of lifting a minimum of 2,000lbs at delivery location.	1.00	2,400.00	0.00	2,400.00

Items in Total 7.00

Sub Total 15,000.00

Total \$15,000.00

Balance Due \$15,000.00

Notes

Thank you for considering Meyers Emergency Management for all of your Emergency & Disaster Management Needs. If you have any questions regarding this estimate, please do not hesitate to reach out!

Payment Options



Meyers Emergency Management

CITY OF BAINBRIDGE ISLAND

REGULAR 9/11/24 JK



JK

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
4459	09/12/2024	EFT	5 ACE HARDWARE	274407	56684	08/26/2024		09/11/24	70.84
	Invoice: 56684					PW/FASTENERS, PLIER 10" VISE GRIP, HEXKEY LG OFFICE SUPPLIES			
				70.84	73431835 531100				
	Invoice: 56688					08/26/2024		09/11/24	9.10
				274408	56688	PW/SINGLE CUT KEY, FASTENERS O&M-C/E-PWY FAC-SUPPLIES			
				9.10	73011897 531100				
	Invoice: 56699					08/28/2024		09/11/24	109.17
				274409	56699	PW/ENFORCER WASP KILLER, LADDR 4' FG STEP 225# OFFICE SUPPLIES			
				109.17	73431835 531100				
	Invoice: 56700					08/28/2024		09/11/24	43.67
				274410	56700	PW/COOLER PLASTIC BLUE 30QT OFFICE SUPPLIES			
				43.67	73411345 531100				
	Invoice: 56702					08/28/2024		09/11/24	16.36
				274411	56702	PW/JMBO KTR P/D RLR, PAINT GUIDE PLASTIC 3PK O&M-COMMONS SUPPLIES			
				16.36	73011755 531100				
	Invoice: 56706					08/28/2024		09/11/24	46.01
				274412	56706	PW/FASTENERS, STORAGE BOX 18-COMP CLR OFFICE SUPPLIES			
				46.01	73411345 531100				
	Invoice: 56739					09/04/2024		09/11/24	18.55
				274413	56739	PW/COM.TRIM LINE 165FT .105 O&M-ROAD ENDS-SUPPLIES			
				18.55	73020769 531100				
	Invoice: 56740					09/04/2024		09/11/24	70.93
				274414	56740	PW/COUPL BRS, HOSE BIBB BRASS, SHOFTOWEL, HOSE OFFICE SUPPLIES			
				70.93	73411345 531100				
	Invoice: 56742					09/04/2024		09/11/24	29.23
				274415	56742	PW/LOCKNUT, ADAPTER FEMALE, BUSHING SCH40, PVC TER PD/COURT BLDG NON-CAP-SUPPLIES			
				29.23	73011831 53110000724				
	Invoice: 56743					09/04/2024		09/11/24	37.12
				274416	56743	PW/ECOFLOW HAND HELD O&M-C/E-PARKS-SUPPLIES			
				37.12	73011768 531100				
								CHECK 4459 TOTAL:	450.98
4460	09/12/2024	EFT	8991 ALLIANCE 2020, INC	274417	5854651	08/31/2024		09/11/24	305.44
	Invoice: 5854651					HR/BACKGROUND CHECKS HR-C/E-PROF SVCS			
				305.44	33011161 541100				
								CHECK 4460 TOTAL:	305.44

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE

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INVOICE DTL DESC

4461 09/12/2024 EFT	8672 ALLSTREAM	274418	20839648	09/01/2024	09/11/24	11,248.43
Invoice: 20839648		11,248.43	71637891 542100	FIN/CITY WIDE PHONE SERVICES		
				PW - ALLOC COMMUNICATION		
				CHECK	4461 TOTAL:	11,248.43
4462 09/12/2024 EFT	9942 ARCOSA AGGREGATES IN	274420	INV-360-21703	08/30/2024	09/11/24	1,516.50
Invoice: INV-360-21703		1,516.50	91111427 547900	PW/ASPHALT DUMP FEE 84.25 TONS		
				GG-STREET-ROADSIDE-GARBAGE		
Invoice: INV-360-21724		274421	INV-360-21724	08/30/2024	09/11/24	1,593.29
		1,593.29	73111261 531100	PW/3/4" MINUS CRUSHED ROCK 97.27 TONS		
				OFFICE SUPPLIES		
				CHECK	4462 TOTAL:	3,109.79
4463 09/12/2024 EFT	4365 AUTOMATIC FUNDS TRAN	274422	131481	08/14/2024	09/11/24	17.55
Invoice: 131481		3.25	43411341 541100	FIN/FINAL BILL: PRINT & MAIL		
		3.26	43421351 541100	FIN - WATER ADMIN PROF SERVICE		
		5.52	91411891 542500	FIN - SEWER ADMIN PROF SERVICE		
		5.52	91421891 542500	GG-WTR-FAC-POSTAGE		
				GG-SWR-FAC-POSTAGE		
Invoice: 131614		274423	131614	08/30/2024	09/11/24	948.45
		228.02	43411341 541100	FIN/STATEMENT PREP & MAIL		
		228.03	43421351 541100	FIN - WATER ADMIN PROF SERVICE		
		246.20	91411891 542500	FIN - SEWER ADMIN PROF SERVICE		
		246.20	91421891 542500	GG-WTR-FAC-POSTAGE		
				GG-SWR-FAC-POSTAGE		
Invoice: BAIN2408028		274424	BAIN2408028	08/30/2024	09/11/24	153.43
		150.00	41011141 541100	FIN/B&O AUG 2024		
		3.43	41011141 542500	FIN-GF-PROF SVCS		
				FIN-GFE-POSTAGE/SHIPPING		
				CHECK	4463 TOTAL:	1,119.43
4464 09/12/2024 EFT	4861 AXON ENTERPRISE, INC	274503	INUS276433	08/31/2024	09/11/24	664.82
Invoice: INUS276433		664.82	53011212 54850000956	POL/PRO LICENSES		
				AXON CAMERA SYSTEMS-MAINT		
Invoice: INUS277257		274504	INUS277257	09/01/2024	09/11/24	14,272.77
		14,272.77	53011212 53550000956	POL/INTERVIEW ROOM		
				AXON CAMERA SYSTEMS-HARDWARE		
				CHECK	4464 TOTAL:	14,937.59

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
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VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

4465 09/12/2024 EFT	8595 BRUCE TITUS FORD, IN	274428	IC 063024	08/31/2024	09/11/24	3.67
Invoice: IC 063024				POL/INTEREST CHARGE FOR LATE PAYMENT		
		3.67	53011212 548100	POLICE - C/E PATROL MAINTENANC		
				CHECK	4465 TOTAL:	3.67
4466 09/12/2024 EFT	360 BUILDERS FIRSTSOURCE	274429	89539429	08/16/2024	09/11/24	56.83
Invoice: 89539429				PW/SEL ARCHITECTRL KNOTTY RAD EDG, POWER BIT 2"		
		56.83	73111427 531100	OFFICE SUPPLIES		
Invoice: 89599055				08/28/2024	09/11/24	109.21
		274430	89599055	PW/KD TK WRC, HF TRTD GC ICT, CONCRETE MIX		
		109.21	73431835 531100	OFFICE SUPPLIES		
Invoice: 89600057				08/28/2024	09/11/24	75.68
		274431	89600057	PW/HF TRTD GC ICT, 1LB TRIMSCRW 305SS T17		
		75.68	73431835 531100	OFFICE SUPPLIES		
				CHECK	4466 TOTAL:	241.72
4467 09/12/2024 EFT	4821 CASCADIA CONSULTING	274432	11176	08/27/2024	09/11/24	4,540.00
Invoice: 11176				EX/IMPLEMENTATION OF CERTIAN CLIM		
		4,540.00	31011492 541100	CLIMATE ADAPTION-PROF SVCS		
				CHECK	4467 TOTAL:	4,540.00
4468 09/12/2024 EFT	2495 CH2O INTERNATIONAL	274433	351299	08/27/2024	09/11/24	406.01
Invoice: 351299				PW/CITY HALL & PUBLIC WORKS SERVICE VISITS		
		280.21	73011183 54810000707	CH HVAC-REPAIRS		
		125.80	73011897 54810000707	PWY HVAC-REPAIRS		
Invoice: 351437				08/29/2024	09/11/24	1,389.58
		274434	351437	PW/UNIBROM 50 LB X2		
		1,389.58	73011897 54810000707	PWY HVAC-REPAIRS		
				CHECK	4468 TOTAL:	1,795.59
4469 09/12/2024 EFT	10367 CLOUDBREAK COLLECTIV	274437	0000971	09/03/2024	09/11/24	120.00
Invoice: 0000971				EX/2025-2026 HUMAN SERVICES FUNDI		
		120.00	31017572 54110000297	EX-COMMUNITY FUNDING RESOURCES		
				CHECK	4469 TOTAL:	120.00
4470 09/12/2024 EFT	6363 LN CURTIS & SONS	274505	INV858471	08/23/2024	09/11/24	971.72
Invoice: INV858471				POL/UNIFORM/DAOG		
		971.72	53011212 520000	POLICE - C/E PATROL BENEFITS		

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
Invoice: INV858631		274506	INV858631	08/26/2024		09/11/24	63.45
		63.45	53011212 520000	POL/UNIFORMS POLICE - C/E PATROL BENEFITS			
Invoice: INV861387		274507	INV861387	08/30/2024		09/11/24	2,073.38
		2,073.38	53011212 52000000499	POL/BODY ARMOR/BOTHE BVP-BULLETPROOF VESTS-PURCHASE			
Invoice: INV861391		274508	INV861391	08/30/2024		09/11/24	114.61
		114.61	53011212 520000	POL/UNIFORM/LEBEAU POLICE - C/E PATROL BENEFITS			
Invoice: INV861396		274509	INV861396	08/30/2024		09/11/24	2,073.38
		2,073.38	53011212 52000000499	POL/BODY ARMOR/LEBEAU BVP-BULLETPROOF VESTS-PURCHASE			
Invoice: INV861730		274510	INV861730	08/30/2024		09/11/24	548.89
		548.89	53011212 520000	POL/UNIFORM/DAOG POLICE - C/E PATROL BENEFITS			
CHECK						4470 TOTAL:	5,845.43
4471 09/12/2024 EFT Invoice: 025P186245	10410 DOBBS HEAVY DUTY HOL	274438	025P186245	08/29/2024		09/11/24	64.85
		64.85	73637941 531100	PW/JAKE BRAKE SWITCH VACTOR R&M-SUPPLIES			
Invoice: 025P186794		274439	025P186794	08/27/2024		09/11/24	88.43
		88.43	73638935 531100	PW/MAC VALVE O&M-STD ALLOCATION-SUPPLIES			
Invoice: 025P186928		274440	025P186928	08/27/2024		09/11/24	271.88
		271.88	73637941 531100	PW/ALTERNATOR 24SI HP-160 AM VACTOR R&M-SUPPLIES			
CHECK						4471 TOTAL:	425.16
4472 09/12/2024 EFT Invoice: 49665	5781 EXTERMINATION SERVIC	274441	49665	08/29/2024		09/11/24	370.19
		370.19	73425358 548100	PW/EXTERMINATION SERVICES WWTP O&M-WWTP-REPAIRS			
Invoice: 49677		274442	49677	08/29/2024		09/11/24	369.10
		369.10	73011183 548100	PW/EXTERMINATION SERVICES CITY HALL O&M-C/E-CH FAC-REPAIRS			
Invoice: 49678		274443	49678	08/29/2024		09/11/24	298.12
		298.12	73011897 548100	PW/EXTERMINATION SERVICES MAINTENANCE YARD O&M-C/E-PWYD FAC-REPAIRS			
		274444	49698	08/30/2024		09/11/24	160.52

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				INVOICE DTL DESC			
Invoice: 49698		160.52	73011215 548100	PW/EXTERMINATION SERVICES TSJC O&M-C/E-POLICE FAC-REPAIRS			
				CHECK	4472	TOTAL:	1,197.93
4473 09/12/2024 EFT	1953 FERGUSON ENTERPRISES	274445	0052125	08/27/2024		09/11/24	819.00
Invoice: 0052125		819.00	73011319 53110000827	PW/WATER SUPPLIES FARM MAINT PROJECTS TBD-SUPPLY			
		274446	0052125-1	08/28/2024		09/11/24	196.82
Invoice: 0052125-1		196.82	73011319 53110000827	PW/WATER SUPPLIES FARM MAINT PROJECTS TBD-SUPPLY			
		274447	CM004524	08/27/2024		09/11/24	-209.17
Invoice: CM004524		-209.17	73411345 531100	PW/WATER SUPPLIES CREDIT MEMO OFFICE SUPPLIES			
		274448	CM004573	09/04/2024		09/11/24	-196.82
Invoice: CM004573		-196.82	73411345 531100	PW/WATER SUPPLIES CREDIT MEMO OFFICE SUPPLIES			
				CHECK	4473	TOTAL:	609.83
4474 09/12/2024 EFT	10459 GORDON THOMAS HONEYW	274449	AUG24 1337	08/31/2024		09/11/24	4,300.00
Invoice: AUG24 1337		4,300.00	11011112 541100	CC/GTH LOBBYING SERVICES AUG 2024 COUNCIL-LOBBYING/PROMOTION PS			
				CHECK	4474	TOTAL:	4,300.00
4475 09/12/2024 EFT	1517 GUARDIAN SECURITY SY	274511	1525071	09/01/2024		09/11/24	70.99
Invoice: 1525071		70.99	51011215 541100	POL/ALARM MONITORING POLICE - C/E FACIL PROF SVCS			
				CHECK	4475	TOTAL:	70.99
4476 09/12/2024 EFT	6155 HDR ENGINEERING INC	274606	1200651158	09/04/2024		09/11/24	5,953.50
Invoice: 1200651158		5,953.50	71425352 54110001192	PW/WASTEWATER BENEFICIAL REUSE AN WW BEN REUSE-PROF SVCS			
				CHECK	4476	TOTAL:	5,953.50
4477 09/12/2024 EFT	268 HOUSING RESOURCES BO	274451	15125	09/01/2024		09/11/24	700.00
Invoice: 15125		700.00	31017592 54130100297	EX/SITE ASSESSMENT 301 MADRONA WAY NE INDEPENDENT LIVING PRGM			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
						CHECK	4477	TOTAL:	700.00
4478	09/12/2024	EFT	9883 INVOICE CLOUD INC	274452	2698-2024_8	08/31/2024		09/11/24	2,736.57
			Invoice: 2698-2024_8			FIN/INVOICE CLOUD SERVICES AUG 2024			
				1,368.28	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
				1,368.29	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
						CHECK	4478	TOTAL:	2,736.57
4479	09/12/2024	EFT	10439 KELLEY CREATE CO	274453	37345938	09/02/2024		09/11/24	191.11
			Invoice: 37345938			EX/COPIER LEASE			
				191.11	31011256 545000	EX-GF-EMERG PREP-RENTALS			
						CHECK	4479	TOTAL:	191.11
4480	09/12/2024	EFT	8549 KINGWEST, LLC	274454	836333	08/14/2024		09/11/24	2,184.00
			Invoice: 836333			PW/COTTONWOOD TREE 386 WEAVER RD			
				2,184.00	73111427 54110000354	TREE PRES/REMOVAL-RD-PROF SVCS			
						08/14/2024		09/11/24	3,259.63
			Invoice: 836334			PW/FIR TREE 370 BRIEN DR SE			
				3,259.63	73111427 54110000354	TREE PRES/REMOVAL-RD-PROF SVCS			
						CHECK	4480	TOTAL:	5,443.63
4481	09/12/2024	EFT	8546 KITSAP 911 PUBLIC AU	274512	BIPD2024-09	08/15/2024		09/11/24	7,320.25
			Invoice: BIPD2024-09			POL/CALL CENTER SERVICES			
				5,124.17	53011286 551000	POLICE - C/E PATROL CENCOM			
				2,196.08	52011286 551000	POLICE - C/E - INVEST CENCOM			
						CHECK	4481	TOTAL:	7,320.25
4482	09/12/2024	EFT	10029 BRAZEAU, MARK	274456	PAYREQ1-00510	09/06/2024		09/11/24	7,383.68
			Invoice: PAYREQ1-00510			PW/2024 BACKFLOW TESTING PROGRAM			
				7,383.68	73411349 54110000510	BACKFLOW TEST-PRO SVCS			
						CHECK	4482	TOTAL:	7,383.68
4483	09/12/2024	EFT	315 KITSAP HUMANE SOCIET	274457	52035	09/01/2024		09/11/24	7,274.16
			Invoice: 52035			ANIMAL CONTROL AND IMPOUNDING			
				7,274.16	91011393 541100	FIN - C/E ANIMAL CONTROL FEES			
						CHECK	4483	TOTAL:	7,274.16

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100		CASH																	
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET												
INVOICE DTL DESC																					
4484	09/12/2024	EFT	1652 KITSAP TOWING & ROAD	274513	201854	09/03/2024		09/11/24	693.42												
Invoice: 201854			693.42	53011212	549900	POL/IMPOUND I24000782															
						PD-C/E-PATROL-MISC															
Invoice: 201855			274514	201855	09/03/2024		09/11/24	693.42													
			693.42	53011212	549900	POL/IMPOUND I24000782															
						PD-C/E-PATROL-MISC															
						CHECK		4484 TOTAL:	1,386.84												
4485	09/12/2024	EFT	10193 MEYERS EMERGENCY MAN	274458	INV-000031-2	07/31/2024		09/11/24	15,000.00												
Invoice: INV-000031-2			15,000.00	31011256	531100	EX/6 PALLETS EMERGENCY WATER HUBS TRAILERS															
						EX-GF-EMERG PREP-SUPPLIES															
						CHECK		4485 TOTAL:	15,000.00												
4486	09/12/2024	EFT	9263 BELLEVUE PRINTING LL	274459	60655	09/04/2024		09/11/24	6,797.85												
Invoice: 60655			3,398.92	61011586	54110000930	PCD/DEIS REMINDER POSTCARDS															
			3,398.93	64011586	54110001242	COMP PLAN-PROF SVCS															
						WINSLOW SUBAREA PLAN-PROF SVCS															
						CHECK		4486 TOTAL:	6,797.85												
4487	09/12/2024	EFT	10483 MIRIAM TECHNOLOGIES	274607	INV-8149	09/01/2024		09/11/24	229.32												
Invoice: INV-8149			114.66	43411341	541100	FIN/WEBCHECK SERVICES AUG 2024															
			114.66	43421351	541100	FIN - WATER ADMIN PROF SERVICE															
						FIN - SEWER ADMIN PROF SERVICE															
						CHECK		4487 TOTAL:	229.32												
4488	09/12/2024	EFT	4111 OLYMPIC SPRINGS INC	274460	369266	08/31/2024		09/11/24	29.32												
Invoice: 369266			29.32	73425358	531100	PW/5 GAL PURIFIED WATER X3															
						O&M-WWTP-SUPPLIES															
						CHECK		4488 TOTAL:	29.32												
4489	09/12/2024	EFT	8895 OVATION! PERFORMING	274461	2024-Q2	08/30/2024		09/11/24	1,875.00												
Invoice: 2024-Q2			1,875.00	31011732	54110000297	EX/2024-2025 CULTURAL FUNDING															
						EX-GF-CULTURAL ARTS & SCIENCES															
						CHECK		4489 TOTAL:	1,875.00												
4490	09/12/2024	EFT	9650 PAPE MACHINERY INC	274462	15515494	08/02/2024		09/11/24	499.19												
Invoice: 15515494			499.19	73638935	531100	PW/FILTER ELEM, AIR CLEANER, AIR FILTER, OIL FILTE															
						O&M-STD ALLOCATION-SUPPLIES															

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
Invoice: 15515820		274463	15515820	08/08/2024		09/11/24	123.13
		123.13	73638935 531100	PW/OIL FILTER, FILTER ELEM O&M-STD ALLOCATION-SUPPLIES			
				CHECK	4490	TOTAL:	622.32
4491 09/12/2024 EFT 6333 PETROCARD INC. Invoice: 0530649-IN		274465	0530649-IN	08/22/2024		09/11/24	3,609.25
		2,152.30	73638893 532000	PW/DIESEL & REGULAR FUEL			
		1,456.95	73638932 532000	O&M-FUEL USE-ALLOCATION O&M-FUEL ALLOC TO OTH DEPTS			
Invoice: 0531194-IN		274466	0531194-IN	08/29/2024		09/11/24	3,350.05
		2,092.45	73638893 532000	PW/DIESEL & REGULAR FUEL			
		1,257.60	73638932 532000	O&M-FUEL USE-ALLOCATION O&M-FUEL ALLOC TO OTH DEPTS			
				CHECK	4491	TOTAL:	6,959.30
4492 09/12/2024 EFT 7801 REDSIDE CONSTRUCTION Invoice: PAYREQ7-00988		274471	PAYREQ7-00988	09/04/2024		09/11/24	261,971.62
		261,971.62	72413434 66300000988	ENG/WINSLOW WATER TANK REPLACEMENT NEW WATER TANKS-CONSTR			
				CHECK	4492	TOTAL:	261,971.62
4493 09/12/2024 EFT 5890 SEALEVEL BULKHEAD BU Invoice: PAYREQ2-00781		274472	PAYREQ2-00781	09/03/2024		09/11/24	235,658.40
		235,658.40	72321955 66300000781	ENG/COUNTRY CLUB BULKHEAD RECONSTR CO CLUB BULKHEAD RECONSTR-CONS			
				CHECK	4493	TOTAL:	235,658.40
4494 09/12/2024 EFT 10496 SEATTLE AUTOMOTIVE D Invoice: S7-9249390		274473	S7-9249390	07/18/2024		09/11/24	245.66
		245.66	53011212 548100	POL/2017 FORD INTERCEPTOR BRAKE PAD, ROTORASY POLICE - C/E PATROL MAINTENANC			
				CHECK	4494	TOTAL:	245.66
4495 09/12/2024 EFT 10511 SITEONE LANDSCAPE SU Invoice: 145653287-001		274474	145653287-001	09/03/2024		09/11/24	340.62
		340.62	73011831 53110000724	PW/RAIN BIRD ESP-ME SMART CONTROLLER, EXPANSION MO PD/COURT BLDG NON-CAP-SUPPLIES			
				CHECK	4495	TOTAL:	340.62
4496 09/12/2024 EFT 8132 SPECTRA LABORATORIES Invoice: 24-06816		274478	24-06816	08/26/2024		09/11/24	120.00
		120.00	73411345 54110000391	PW/TOTAL COLIFORM, E COLI TESTING LAB SVCS-WATER			

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
Invoice: 24-06966		274479	24-06966	08/28/2024		09/11/24	311.00
		311.00	73411345 54110000391	PW/VOC WA TESTING LAB SVCS-WATER			
Invoice: 24-07010		274480	24-07010	08/29/2024		09/11/24	93.00
		93.00	73411345 54110000391	PW/FLUORIDE TESTING LAB SVCS-WATER			
Invoice: 24-07025		274481	24-07025	08/29/2024		09/11/24	434.00
		434.00	73425358 54110000391	PW/TKN, NITRATE, CBOD, AMMONIA TESTING LAB & TESTING SVCS-WWTP			
CHECK 4496 TOTAL:							958.00
4497 09/12/2024 EFT	562 T M G SERVICES INC	274484	0052248-IN	08/12/2024		09/11/24	2,509.44
Invoice: 0052248-IN		2,509.44	73411345 531100	PW/WINSLOW WATER OPERATIONS OFFICE SUPPLIES			
CHECK 4497 TOTAL:							2,509.44
4498 09/12/2024 EFT	565 TACOMA SCREW PRODUCT	274482	140118546-00	09/04/2024		09/11/24	128.63
Invoice: 140118546-00		128.63	73638935 531100	PW/HEX CAP SCREW GRADE 8 COARSE THREAD ZINC YELLOW O&M-STD ALLOCATION-SUPPLIES			
Invoice: 140121712-00		274483	140121712-00	09/04/2024		09/11/24	14.60
		14.60	73638935 531100	PW/AIR BRAKE BRASS FITTING NYLON TUBING O&M-STD ALLOCATION-SUPPLIES			
CHECK 4498 TOTAL:							143.23
4499 09/12/2024 EFT	9295 TOOLE DESIGN GROUP,	274486	0SEA70178_25	08/30/2024		09/11/24	3,889.11
Invoice: 0SEA70178_25		3,889.11	72334561 64110001088	ENG/CORRIDOR IMPRVMENTS DESIGN & FI MAD AVE NM IMPR-PROF SVCS			
CHECK 4499 TOTAL:							3,889.11
4500 09/12/2024 EFT	6714 TOSHIBA FINANCIAL SE	274487	37295448	08/26/2024		09/11/24	224.64
Invoice: 37295448		224.64	73637891 545000	PW/COPIER LEASE RENTS & LEASES - OPERATING			
Invoice: 37295449		274516	37295449	08/26/2024		09/11/24	234.85
		234.85	51011211 545000	POL/COPIER LEASE PD-C/E-ADMIN RENTS/LEASE			
CHECK 4500 TOTAL:							459.49

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635			111100		CASH															
CHECK NO	CHK	DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET									
INVOICE DTL DESC																				
4501	09/12/2024	EFT		9769	TRANSP GROUP USA, I	274489	33328	09/03/2024		09/11/24	6,623.75									
	Invoice: 33328							ENG/PAVEMENT MANAGEMENT STRATEGY												
						6,623.75	72111444 54110001358	PAVEMENT MNGT STRATEGY												
								CHECK		4501 TOTAL:	6,623.75									
4502	09/12/2024	EFT		10610	TREATMENT EQUIPMENT	274490	PAYREQ1-FINAL-01355	08/30/2024		09/11/24	83,707.80									
	Invoice: PAYREQ1-FINAL-01355							PW/WWTP FINE SCREEN EMERGENCY REP												
						83,707.80	73425358 54810001355	WWTP-FINE SCREEN EMERG REPAIR												
								CHECK		4502 TOTAL:	83,707.80									
4503	09/12/2024	EFT		10574	TREE133 LLC	274491	2414	08/28/2024		09/11/24	6,407.22									
	Invoice: 2414							PW/RED OAK BAINBRIDGE HISTORY MUSEUM PRUNING												
						6,407.22	73111427 54810000354	TREE PRES & REMOVAL-ROADS												
								CHECK		4503 TOTAL:	6,407.22									
4504	09/12/2024	EFT		7876	TYLER BUSINESS FORMS	274492	95455	09/03/2024		09/11/24	212.06									
	Invoice: 95455							FIN/1099 SUPPLIES												
						212.06	41011141 531100	FIN-GF-SUPPLIES												
								CHECK		4504 TOTAL:	212.06									
4505	09/12/2024	EFT		553	UTILITIES UNDERGROUN	274493	4080123	08/31/2024		09/11/24	171.60									
	Invoice: 4080123							PW/EXCAVATION NOTIFICATIONS X130 AUG 2024												
						171.60	73637893 54110000393	O&M ALLOC-LOCATING SVCS												
								CHECK		4505 TOTAL:	171.60									
4506	09/12/2024	EFT		7821	VESTIS	274494	5120529348	08/29/2024		09/11/24	54.25									
	Invoice: 5120529348							PW/COVERALL LS COTTON, PANT DICKIES												
						54.25	73638893 589310	LAUNDRY SERVICES												
								CHECK		4506 TOTAL:	54.25									
4507	09/12/2024	EFT		9373	VISIT BAINBRIDGE ISL	274495	2024-Q3.2	08/31/2024		09/11/24	5,108.24									
	Invoice: 2024-Q3.2							2024 VBI LTAC FUNDING												
						5,108.24	91140573 541100	GG-TOUR-PROF SERVICES												
								CHECK		4507 TOTAL:	5,108.24									

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC					
4508 09/12/2024 EFT	4104 WA ST FERRIES	274496	RK429728	08/31/2024 09/11/24	186.40
Invoice: RK429728		54.35 53011212 543100		AUG24 WAVE2GO FERRY CHARGES	
		132.05 73011189 543100		PATROL-TRAVEL/MEALS/LODGING	
				O&M-FAC-TRAVEL/MEALS/LODGING	
				CHECK 4508 TOTAL:	186.40
4509 09/12/2024 EFT	499 WESTBAY AUTO PARTS I	274498	869788	06/25/2024 09/11/24	-10.37
Invoice: 869788		-10.37 73638935 531100		PW/WARRANTY CREDIT MEMO INV 868729	
				O&M-STD ALLOCATION-SUPPLIES	
Invoice: 879761		274499 879761		08/13/2024 09/11/24	-10.50
		-10.50 73111423 531100		PW/FUEL PUMP LOCK RING CREDIT MEMO	
				OFFICE SUPPLIES	
Invoice: 882193		274500 882193		08/26/2024 09/11/24	40.59
		40.59 73638935 531100		PW/HYD HOSE FITTINGS X2	
				O&M-STD ALLOCATION-SUPPLIES	
Invoice: 882287		274501 882287		08/27/2024 09/11/24	247.82
		247.82 73638935 531100		PW/BUE DEF 2.5 GAL, ROT T4 15W40 1GL	
				O&M-STD ALLOCATION-SUPPLIES	
Invoice: 882429		274502 882429		08/27/2024 09/11/24	183.47
		183.47 73637941 531100		PW/REMAN-ALTERNATOR, CORE DEPOSIT	
				VACTOR R&M-SUPPLIES	
				CHECK 4509 TOTAL:	451.01
		NUMBER OF CHECKS 51		*** CASH ACCOUNT TOTAL ***	729,322.73
		TOTAL EFT'S	COUNT 51	AMOUNT 729,322.73	
				*** GRAND TOTAL ***	729,322.73

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
												LINE	DESC				
2024	9	109															
APP	403-213000				09/12/2024	09/11/24	091124					ACCOUNTS PAYABLE				364.90	
												AP CASH DISBURSEMENTS JOURNAL					
APP	635-111100				09/12/2024	09/11/24	091124					CASH					729,322.73
												AP CASH DISBURSEMENTS JOURNAL					
APP	001-213000				09/12/2024	09/11/24	091124					GENERAL - ACCOUNTS PAYABLE				75,790.86	
												AP CASH DISBURSEMENTS JOURNAL					
APP	401-213000				09/12/2024	09/11/24	091124					ACCOUNTS PAYABLE				274,109.29	
												AP CASH DISBURSEMENTS JOURNAL					
APP	631-213000				09/12/2024	09/11/24	091124					ACCOUNTS PAYABLE				20,310.44	
												AP CASH DISBURSEMENTS JOURNAL					
APP	101-213000				09/12/2024	09/11/24	091124					STREETS - ACCOUNTS PAYABLE				21,630.72	
												AP CASH DISBURSEMENTS JOURNAL					
APP	402-213000				09/12/2024	09/11/24	091124					ACCOUNTS PAYABLE				92,460.77	
												AP CASH DISBURSEMENTS JOURNAL					
APP	301-213000				09/12/2024	09/11/24	091124					ACCOUNTS PAYABLE				239,547.51	
												AP CASH DISBURSEMENTS JOURNAL					
APP	104-213000				09/12/2024	09/11/24	091124					CIVIC IMPR - ACCOUNTS PAYABLE				5,108.24	
												AP CASH DISBURSEMENTS JOURNAL					
												GENERAL LEDGER TOTAL				729,322.73	729,322.73
APP	631-130000				09/12/2024	09/11/24	091124					DUE TO/FROM CLEARING				709,012.29	
APP	403-130000				09/12/2024	09/11/24	091124					DUE TO/FROM CLEARING					364.90
APP	001-130000				09/12/2024	09/11/24	091124					GENERAL - DUE TO/FROM CLEARING					75,790.86
APP	401-130000				09/12/2024	09/11/24	091124					DUE TO/FROM CLEARING					274,109.29
APP	101-130000				09/12/2024	09/11/24	091124					STREETS - DUE TO/FROM CLEARING					21,630.72
APP	402-130000				09/12/2024	09/11/24	091124					DUE TO/FROM CLEARING					92,460.77
APP	301-130000				09/12/2024	09/11/24	091124					DUE TO/FROM CLEARING					239,547.51
APP	104-130000				09/12/2024	09/11/24	091124					CIVIC IMPR DUE TO/FROM CLEAR'G					5,108.24
												SYSTEM GENERATED ENTRIES TOTAL				709,012.29	709,012.29
												JOURNAL 2024/09/109	TOTAL			1,438,335.02	1,438,335.02

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 9	109	09/12/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE FUND TOTAL	75,790.86 75,790.86	75,790.86 75,790.86
101 STREET FUND 101-130000 101-213000	2024 9	109	09/12/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE FUND TOTAL	21,630.72 21,630.72	21,630.72 21,630.72
104 CIVIC IMPROVEMENT FUND 104-130000 104-213000	2024 9	109	09/12/2024	CIVIC IMPR DUE TO/FROM CLEAR'G CIVIC IMPR - ACCOUNTS PAYABLE FUND TOTAL	5,108.24 5,108.24	5,108.24 5,108.24
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2024 9	109	09/12/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	239,547.51 239,547.51	239,547.51 239,547.51
401 WATER OPERATING FUND 401-130000 401-213000	2024 9	109	09/12/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	274,109.29 274,109.29	274,109.29 274,109.29
402 SEWER OPERATING FUND 402-130000 402-213000	2024 9	109	09/12/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	92,460.77 92,460.77	92,460.77 92,460.77
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 9	109	09/12/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	364.90 364.90	364.90 364.90
631 CLEARING FUND 631-130000 631-213000 635-111100	2024 9	109	09/12/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH FUND TOTAL	709,012.29 20,310.44 729,322.73	729,322.73 729,322.73

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		75,790.86
101	STREET FUND		21,630.72
104	CIVIC IMPROVEMENT FUND		5,108.24
301	CAPITAL CONSTRUCTION FUND		239,547.51
401	WATER OPERATING FUND		274,109.29
402	SEWER OPERATING FUND		92,460.77
403	STORM & SURFACE WATER FUND		364.90
631	CLEARING FUND		
		709,012.29	
TOTAL		709,012.29	709,012.29

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND


 9/10/2024


A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

										INVOICE DTL DESC			
360004	03/29/2023	VOID	10223	TRAXLER, JIM	262073	107577	03/15/2023			-42.72			
Invoice: 107577							UB 10933 881 PARK AVENUE NE						
					-42.72	411	122100	WATER ACCOUNTS RECEIVABLE					

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE DESC			
2024	9	102									
APP	401-213000	09/10/2024	360004	VOID				ACCOUNTS PAYABLE			42.72
								AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100	09/10/2024	360004	VOID				CASH		42.72	
								AP CASH DISBURSEMENTS JOURNAL			
								GENERAL LEDGER TOTAL		42.72	42.72
APP	631-130000	09/10/2024	03/26/23	VOID				DUE TO/FROM CLEARING			42.72
APP	401-130000	09/10/2024	03/26/23	VOID				DUE TO/FROM CLEARING		42.72	
								SYSTEM GENERATED ENTRIES TOTAL		42.72	42.72
								JOURNAL 2024/09/102 TOTAL		85.44	85.44

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
401	WATER OPERATING FUND	2024	9	102	09/10/2024			
	401-130000					DUE TO/FROM CLEARING	42.72	
	401-213000					ACCOUNTS PAYABLE		42.72
						FUND TOTAL	42.72	42.72
631	CLEARING FUND	2024	9	102	09/10/2024			
	631-130000					DUE TO/FROM CLEARING		42.72
	635-111100					CASH	42.72	
						FUND TOTAL	42.72	42.72

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
401	WATER OPERATING FUND		42.72
631	CLEARING FUND	42.72	
TOTAL		42.72	42.72

** END OF REPORT - Generated by Jacob Kines **



CITY OF
BAINBRIDGE ISLAND

CITY OF BAINBRIDGE ISLAND

**Affidavit
Lost, Missing, or Destroyed Check**

I, Hayler being first duly sworn upon oath, depose and say that I/we are the proper owner, payee, or legal representative of such owner or payee of The City of Bainbridge Island (COBI) original check number 360004 dated 3/29/2023 made out to JIM TRAXLER in the amount of \$ 42.72 and that same has been lost, never received, or destroyed and has not been paid.

Signature

Printed Name

Jim Traxler
JIM TRAXLER

Subscribed and sworn before me this 10th day of September, 2024.

Notary Public in and for the State of: Washington

Residing in the City of: Bainbridge Island



Linda E. Hinman

Finance & Administrative Services
280 Madison Avenue North
Bainbridge Island, WA 98110-1812
Phone: (206) 780-8668 Fax: (206) 842-5741
www.bainbridgewa.gov

July 09, 2024

Jim Traxler

26787 Red Maple LN NE

Kingston, WA 98346

We have unclaimed property that belongs to you

Dear Jim Traxler

NOTICE

The state of Washington requires us to notify you that your property may be transferred to the custody of the department of revenue if you do not contact us before September 15th 2024. After the property is turned over to the State you must file a claim with the State to get the property back. We have issued check #360004, 03/29/2023 \$42.72, that belongs to you and has not yet been deposited. Please write to us at the address below or call us at 206-842-7633. With this letter is an Affidavit of Lost Check form. Please fill this out, have it notarized and send it back to City Hall via mail or you can email the form to accountspayable@bainbridgewa.gov to get a new check reissued.

City Of Bainbridge Island

280 Madison Ave N

Bainbridge Island, WA 98110

Respond by September 15, 2024

If we do not hear from you by the above date, we are required by law to send your funds to the Washington State Department of Revenue.

Sincerely,

Jacob Kines

Senior Accounting Technician

**City of
Bainbridge Island**

280 Madison Avenue North
Bainbridge Island, WA 98110-1812
(206) 780-8617

Vendor
Number
10223

File
Date
03/29/2023

File
Number
00360004

42.72

Forty Two Dollars and 72 cents *****

TRAXLER, JIM
26787 RED MAPLE LANE NE
KINGSTON WA 98346

FILE COPY
NON-NEGOTIABLE

City of Bainbridge Island, 280 Madison Avenue North, Bainbridge Island, WA 98110-1812

Page 1 of 1

File Number: 00360004

Invoice Date	Invoice Number	Description	Voucher	Invoice Amount
03/15/2023	107577	UB 10933 881 PARK AVENUE NE	262073	42.72

Vendor No.	Vendor Name	File No.	File Date	File Amount
10223	TRAXLER, JIM	00360004	03/29/2023	42.72

Account History Summary

My File Edit Tools Help



Account

AR category	60 - Services - General			Customer	989
Account	10933			Name	TRAXLER, JIM
Parcel	41120000230000			Apt	
Location #	881	Suff		Str	PARK AVENUE NE
City	BISL	State	WA	Zip	98110
Balance	-42.72				

History summary

Date	B#	Type	Check#	Amount	Interest	Balance
01/25/2023		App Cr		.00	.00	-42.72
01/25/2023	434962	Charge		148.12	.00	-42.72
01/23/2023		Payment	144219	-190.84	.00	-190.84
12/28/2022		Payment		-182.25	.00	.00
12/01/2022	432318	Charge		182.25	.00	182.25
10/28/2022		Payment		-177.27	.00	.00
10/01/2022	429270	Charge		177.27	.00	177.27
08/28/2022		Payment		-178.56	.00	.00
08/01/2022	426196	Charge		178.56	.00	178.56
06/28/2022		Payment		-173.53	.00	.00

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
361748	09/11/2024	PRTD	10154 RESILIENCE GUILD	274425	INV-0008	09/04/2024		09/11/24	3,125.00
Invoice: INV-0008				3,125.00	31011256 54110000297	EX/2023-2024 HUMAN SERVICES FUNDING 2024 Q2 BAINBRIDGE PREPARES			
								CHECK 361748 TOTAL:	3,125.00
361749	09/11/2024	PRTD	10004 BAINBRIDGE TRANSFER	274426	BTS INV1095	08/24/2024		09/11/24	10.00
Invoice: BTS INV1095				10.00	91011897 547900	ONE OFF CHARGE TRANSFER STATION 8/14/24 GG-C/E-O&M YARD FAC-GARBAGE			
								CHECK 361749 TOTAL:	10.00
361750	09/11/2024	PRTD	551 CENTURYLINK	274594	0470SEP24	09/03/2024		09/11/24	153.50
Invoice: 0470SEP24				153.50	91011189 542100	CH FIRE ALARM MONIT GG-C/E-CITY HALL-PHONE			
Invoice: 3403SEP24				274595	3403SEP24	09/03/2024		09/11/24	78.92
				78.92	91011755 542100	COMMONS FIRE ALARM MONIT GG-C/E-COMMONS-PHONE			
Invoice: 4059SEP24				274596	4059SEP24	09/03/2024		09/11/24	65.94
				65.94	91411891 542100	FLETCHER BAY WELL TELEM GG-WTR-FAC-PHONE			
Invoice: 4687AUG24				274597	4687AUG24	08/24/2024		09/11/24	3,369.72
				1,665.63	91425358 542100	CITYWIDE TELEMETRY & FAX SERVICE GG-WWTP-TELEPHONE/FAX			
				1,098.91	91411891 542100	GG-WTR-FAC-PHONE			
				90.15	91011755 542100	GG-C/E-COMMONS-PHONE			
				176.08	91011189 542100	GG-C/E-CITY HALL-PHONE			
				262.91	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
				76.04	91011215 542100	GG-C/E-PD-PHONE			
Invoice: 5311SEP24				274598	5311SEP24	09/03/2024		09/11/24	84.99
				84.99	91415345 542100	ROCKAWAY BEACH PRV TELEMETRY GG-WTR ROCKAWAY-PHONES			
Invoice: 5378SEP24				274599	5378SEP24	09/03/2024		09/11/24	65.94
				65.94	91411891 542100	HEAD OF BAY WELL TELEM GG-WTR-FAC-PHONE			
Invoice: 5516SEP24				274600	5516SEP24	09/03/2024		09/11/24	137.99
				137.99	91011215 542100	POL TI MANDUS GG-C/E-PD-PHONE			
Invoice: 5640SEP24				274601	5640SEP24	09/03/2024		09/11/24	153.50
				153.50	91011897 542100	O&M FIRE ALARM MONIT GG-C/E-O&M YARD FAC-PHONE			
				274602	5826SEP24	09/03/2024		09/11/24	50.35

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC					
Invoice: 5826SEP24	50.35 91411891 542100	SAND AVE WELL TELEM GG-WTR-FAC-PHONE			
Invoice: 8490SEP24	274603 8490SEP24	09/03/2024		09/11/24	194.41
	194.41 91011189 542100	CH SECURITY ALARM MONIT GG-C/E-CITY HALL-PHONE			
Invoice: 9008SEP24	274604 9008SEP24	09/03/2024		09/11/24	84.99
	84.99 91421891 542100	VILLAGE SEWER PUMP GG-SWR-FAC-PHONE			
Invoice: 9952SEP24	274605 9952SEP24	09/03/2024		09/11/24	73.43
	73.43 91011189 542100	CH ELEVATOR SVC LINE GG-C/E-CITY HALL-PHONE			
		CHECK	361750	TOTAL:	4,513.68
361751 09/11/2024 PRTD	102 CITY OF BAINBRIDGE I 274435	RETREQ1-00510-2	09/06/2024 20240053	09/11/24	385.66
Invoice: RETREQ1-00510-2		RETAINAGE (5%) FOR CONTRACT 2024076	2024	BACKFLOW	
	385.66 73411349 54110000510	BACKFLOW TEST-PRO SVCS			
		CHECK	361751	TOTAL:	385.66
361752 09/11/2024 PRTD	102 CITY OF BAINBRIDGE I 274488	RETREQ1-FINAL-01355	08/30/2024 20240050	09/11/24	4,187.09
Invoice: RETREQ1-FINAL-01355		PW/RETAINAGE FOR CONTRACT 2024070			
	4,187.09 73425358 54810001355	WWTP-FINE SCREEN EMERG REPAIR			
		CHECK	361752	TOTAL:	4,187.09
361753 09/11/2024 PRTD	8286 SUPERINTENDENT OF P 274515	18898	08/30/2024	09/11/24	250.00
Invoice: 18898		POL/FINGERPRINTING			
	250.00 41654861 586110	FINGERPRINT OUT-GOES TO SPI			
		CHECK	361753	TOTAL:	250.00
361754 09/11/2024 PRTD	10257 PARKS, SHAWN	274464 INV-24005	09/04/2024	09/11/24	35,401.00
Invoice: INV-24005		ENG/POLICE & COURT ARTWORK COMMISS			
	35,401.00 72311942 66200100724	PD/COURT BLDG-PUBLIC ART			
		CHECK	361754	TOTAL:	35,401.00
361755 09/11/2024 PRTD	10497 PROCOM LLC	274467 111197	08/31/2024	09/11/24	78.00
Invoice: 111197		PW/OCCUPATIONAL HEALTH SCREENING			
	78.00 73637891 541100	PROFESSIONAL SERVICES			

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC									
						CHECK	361755	TOTAL:	78.00
361756	09/11/2024	PRTD	1205	PUGET SOUND ENERGY	274468	8906AUG24	08/30/2024	09/11/24	18.81
Invoice: 8906AUG24						18.81	91111263	547100	
						274469	9047AUG24		
Invoice: 9047AUG24						1,421.65	91011251	547100	
						2,234.02	91011215	547100	
						10.86	73416345	547100	
						9,632.27	91011189	547100	
						13.64	91011557	547100	
						510.87	91011755	547100	
						662.30	91011768	547100	
						1,851.67	91011897	547100	
						21.15	91021182	547100	
						5,723.33	91111263	547100	
						516.08	91111264	547100	
						17,303.87	91411345	547100	
						698.69	91415345	547100	
						2,782.64	91421355	547100	
						9,889.78	91425358	547100	
						14.07	91435838	547100	
						CITY WIDE ENERGY SERVICES			
						GG-GF-COURT-ELECTRIC			
						GG-C/E-PD-ELECTRIC			
						CASEY STREET WTR-ELECTRICITY			
						GG-C/E-CITY HALL-ELECTRIC			
						FARMS-ELECTRIC			
						GG-C/E-COMMONS-ELECTRIC			
						GG-C/E-PARKS-ELECTRIC			
						GG-C/E-O&M YARD FAC-ELECTRIC			
						GG-OS-PROP MNGT-ELECTRIC			
						GG-STRT-STREET LIGHTING-UTIL			
						GG-STREET-TRAF CONTROL-UTILITY			
						GG-WTR-ELECTRIC			
						GG-ROCKAWAY BCH-UTILITIES			
						GG-SWR-ELECTRIC			
						GG-WWTP-ELECTRIC			
						GG-DECANT-ELECTRIC			
						CHECK	361756	TOTAL:	53,305.70
361757	09/11/2024	PRTD	7602	REBECCA DEAN PLLC	274470	1464	09/01/2024	09/11/24	9,990.45
Invoice: 1464						9,990.45	33011161	541100	
						HR/PROFESSIONAL SERVICES 7/24-8/30/24			
						HR-C/E-PROF SVCS			
						CHECK	361757	TOTAL:	9,990.45
361758	09/11/2024	PRTD	8129	SMARSH INC	274608	INV-209280	08/31/2024	09/11/24	2,340.77
Invoice: INV-209280						2,340.77	81011881	548500	
						IT/ARHCIVING OF TEXT MESSAGES			
						IT - C/E COMPUTER SUPPORT			
						CHECK	361758	TOTAL:	2,340.77
361759	09/11/2024	PRTD	601	SOUND REPROGRAPHICS	274475	105228	07/03/2024	09/11/24	88.05
Invoice: 105228						88.05	31011572	531100	
						EX/JULY 4TH BANNER 50" X 50"			
						EX-GF-OUTREACH-SUPPLIES			
						274476	106089		
Invoice: 106089						366.72	31011256	542450	
						EX/POSTCARDS CHILD SAFETY TEAM OUTREACH			366.72
						EX-GF-EMERG PREP-COMM OUTREACH			
						274477	106278		
						09/03/2024			108.11

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

						INVOICE DTL DESC				
Invoice: 106278				108.11	72011321	531100	ENG/BUSINESS CARDS NICK RASOR ENG - C/E ADMIN SUPPLIES			
						CHECK		361759	TOTAL:	562.88
361760	09/11/2024	PRTD	10223 TRAXLER, JIM	262073	107577		03/15/2023	09/11/24		42.72
Invoice: 107577				42.72	411	122100	UB 10933 881 PARK AVENUE NE WATER ACCOUNTS RECEIVABLE			
						CHECK		361760	TOTAL:	42.72
361761	09/11/2024	PRTD	2190 UNITED PARCEL SERVIC	274517	000028Y3Y1344-2		08/24/2024	09/11/24		28.14
Invoice: 000028Y3Y1344-2				28.14	91011215	542500	POL/SHIPPING GG-C/E-PD-POSTAGE			
Invoice: 000028Y3Y1334-2				274519	000028Y3Y1334-2		08/17/2024	09/11/24		15.74
				15.74	91011215	542500	POL/SHIPPING GG-C/E-PD-POSTAGE			
						CHECK		361761	TOTAL:	43.88
361762	09/11/2024	PRTD	952 WASHINGTON STATE PAT	274497	I2500821		09/03/2024	09/11/24		66.25
Invoice: I2500821				66.25	41654861	586100	FIN/BACKGROUND CHECKS CPL GUN PERMIT-FBI SHARE OUT			
						CHECK		361762	TOTAL:	66.25
				NUMBER OF CHECKS	15	*** CASH ACCOUNT TOTAL ***				114,303.08
						COUNT	AMOUNT			
				TOTAL PRINTED CHECKS		15	114,303.08			
				*** GRAND TOTAL ***						

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT LINE	DESC	T	OB	DEBIT	CREDIT
2024	9	108													
APP	001-213000				09/11/2024	09/11/24	091124			GENERAL - ACCOUNTS PAYABLE				33,817.48	
APP	635-111100				09/11/2024	09/11/24	091124			AP CASH DISBURSEMENTS JOURNAL					114,303.08
APP	401-213000				09/11/2024	09/11/24	091124			CASH					
APP	402-213000				09/11/2024	09/11/24	091124			AP CASH DISBURSEMENTS JOURNAL				19,807.93	
APP	650-213000				09/11/2024	09/11/24	091124			ACCOUNTS PAYABLE					
APP	301-213000				09/11/2024	09/11/24	091124			AP CASH DISBURSEMENTS JOURNAL				18,610.13	
APP	631-213000				09/11/2024	09/11/24	091124			ACCOUNTS PAYABLE				316.25	
APP	101-213000				09/11/2024	09/11/24	091124			AP CASH DISBURSEMENTS JOURNAL				35,401.00	
APP	403-213000				09/11/2024	09/11/24	091124			ACCOUNTS PAYABLE				78.00	
					09/11/2024	09/11/24	091124			STREETS - ACCOUNTS PAYABLE				6,258.22	
					09/11/2024	09/11/24	091124			AP CASH DISBURSEMENTS JOURNAL				14.07	
					09/11/2024	09/11/24	091124			GENERAL LEDGER TOTAL				114,303.08	114,303.08
APP	631-130000				09/11/2024	09/11/24	091124			DUE TO/FROM CLEARING				114,225.08	
APP	001-130000				09/11/2024	09/11/24	091124			GENERAL - DUE TO/FROM CLEARING					33,817.48
APP	401-130000				09/11/2024	09/11/24	091124			DUE TO/FROM CLEARING				19,807.93	
APP	402-130000				09/11/2024	09/11/24	091124			DUE TO/FROM CLEARING				18,610.13	
APP	650-130000				09/11/2024	09/11/24	091124			DUE TO/FROM CLEARING				316.25	
APP	301-130000				09/11/2024	09/11/24	091124			DUE TO/FROM CLEARING				35,401.00	
APP	101-130000				09/11/2024	09/11/24	091124			STREETS - DUE TO/FROM CLEARING				6,258.22	
APP	403-130000				09/11/2024	09/11/24	091124			DUE TO/FROM CLEARING				14.07	
										SYSTEM GENERATED ENTRIES TOTAL				114,225.08	114,225.08
										JOURNAL 2024/09/108	TOTAL			228,528.16	228,528.16

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 9	108	09/11/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	33,817.48	33,817.48
				FUND TOTAL	33,817.48	33,817.48
101 STREET FUND 101-130000 101-213000	2024 9	108	09/11/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	6,258.22	6,258.22
				FUND TOTAL	6,258.22	6,258.22
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2024 9	108	09/11/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	35,401.00	35,401.00
				FUND TOTAL	35,401.00	35,401.00
401 WATER OPERATING FUND 401-130000 401-213000	2024 9	108	09/11/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	19,807.93	19,807.93
				FUND TOTAL	19,807.93	19,807.93
402 SEWER OPERATING FUND 402-130000 402-213000	2024 9	108	09/11/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	18,610.13	18,610.13
				FUND TOTAL	18,610.13	18,610.13
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 9	108	09/11/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	14.07	14.07
				FUND TOTAL	14.07	14.07
631 CLEARING FUND 631-130000 631-213000 635-111100	2024 9	108	09/11/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH	114,225.08 78.00	114,303.08
				FUND TOTAL	114,303.08	114,303.08
650 AGENCY FUND 650-130000 650-213000	2024 9	108	09/11/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	316.25	316.25
				FUND TOTAL	316.25	316.25

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		33,817.48
101	STREET FUND		6,258.22
301	CAPITAL CONSTRUCTION FUND		35,401.00
401	WATER OPERATING FUND		19,807.93
402	SEWER OPERATING FUND		18,610.13
403	STORM & SURFACE WATER FUND		14.07
631	CLEARING FUND	114,225.08	
650	AGENCY FUND		316.25
TOTAL		114,225.08	114,225.08

** END OF REPORT - Generated by Jacob Kines **



CITY OF
BAINBRIDGE ISLAND

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS
CHECK RUN DATE: 09/18/2024

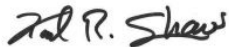
Last check from previous run: 361762 dated 9/11/2024 issued to WA ST Patrol for \$66.25
Last ACH from previous run: 4509 dated 9/12/2024 issued to Westbay Auto Parts for \$451.01

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
Manual ACH	09/17/2024	4510	City of Bainbridge Island/Utility billing - Sep. 2024	\$ 4,002.32
Manual ACH	09/17/2024	4511	WA State DOR/Excise taxes - Aug. 2024	\$ 16,988.98
Regular Run Checks	09/18/2024	361763-361792	Total Regular Check Run	\$ 37,214.17
Regular Run ACH	09/19/2024	4512-4552	Total Regular ACH Run	\$ 582,828.04
Total Disbursements				\$ 641,033.51

Retainage Release	09/12/2024	232	Storefront Solutions/Community Center door remodel	2,192.12
Retainage Release	09/12/2024	233	Stripe Rite/2023 annual road striping	8,608.93
Travel Advance	N/A	N/A		N/A

Prepared and Reviewed by  Jacob Kines, Senior Accounting Technician

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished,
the services rendered, or the labor performed as described herein and that the claim
is a just, due, and unpaid obligation against the City of Bainbridge Island,
and that I am authorized to authenticate and certify to said claim.



9/18/2024

Karl R. Shaw, Accounting Manager

Date

CITY OF BAINBRIDGE ISLAND

MANUAL 9/12/24 JK



JK

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 628		111100		CASH-RETAINAGE									
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN			NET		
INVOICE DTL DESC													
232	09/12/2024	PRTD	10462 STOREFRONT SOLUTIONS	274664	RETREL-01050	09/11/2024		RT091124			2,192.12		
Invoice: RETREL-01050				2,192.12	41628860 586000	RET REL COMMUNITY CENTER REMODEL DOORS							
						RETAINAGE RELEASE							
						CHECK	232 TOTAL:				2,192.12		
233	09/12/2024	PRTD	585 STRIPE RITE	274665	RETREL-00235-4	09/11/2024		RT091124			8,608.93		
Invoice: RETREL-00235-4				8,608.93	41628860 586000	RET REL 2023 ROAD STRIPING PROJECT							
						RETAINAGE RELEASE							
						CHECK	233 TOTAL:				8,608.93		
						NUMBER OF CHECKS		2	*** CASH ACCOUNT TOTAL ***		10,801.05		
						COUNT		AMOUNT					
				TOTAL PRINTED CHECKS		2		10,801.05					
								*** GRAND TOTAL ***		10,801.05			

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT		EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2024	9	117									
APP	622-213000		09/12/2024	RT091124	091224			ACCOUNTS PAYABLE		10,801.05	
								AP CASH DISBURSEMENTS JOURNAL			
APP	628-111100		09/12/2024	RT091124	091224			CASH-RETAINAGE			10,801.05
								AP CASH DISBURSEMENTS JOURNAL			
								JOURNAL 2024/09/117 TOTAL		10,801.05	10,801.05

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
622	EXPENDABLE TRUST FUND	2024	9	117	09/12/2024			
	622-213000					ACCOUNTS PAYABLE	10,801.05	
	628-111100					CASH-RETAINAGE		10,801.05
FUND TOTAL							10,801.05	10,801.05

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
4510	09/17/2024	MANL	103 CITY OF BAINBRIDGE I	274847	13005SEP24	09/01/2024	UBSEP24 1,046.22
Invoice: 13005SEP24				309	SHANNON DRIVE		
				1,046.22	91011768 547500	GG-C/E-PARKS-WTR/SWR	
Invoice: 13006SEP24				274848	13006SEP24	09/01/2024	UBSEP24 769.60
				769.60	91011768 547500	309 SHANNON DRIVE DOCK	
						GG-C/E-PARKS-WTR/SWR	
Invoice: 10461SEP24				274849	10461SEP24	09/01/2024	UBSEP24 861.38
				861.38	91011768 547500	289 SHANNON DRIVE	
						GG-C/E-PARKS-WTR/SWR	
Invoice: 10463SEP24				274850	10463SEP24	09/01/2024	UBSEP24 511.12
				511.12	91011755 547500	370 BRIEN DRIVE	
						GG-C/E-COMMONS-WTR/SWR	
Invoice: 10464SEP24				274851	10464SEP24	09/01/2024	UBSEP24 396.24
				396.24	91011755 547500	402 BRIEN DRIVE	
						GG-C/E-COMMONS-WTR/SWR	
Invoice: 11573SEP24				274852	11573SEP24	09/01/2024	UBSEP24 24.02
				24.02	91011768 547500	5350 CREOSOTE PLACE NE	
						GG-C/E-PARKS-WTR/SWR	
Invoice: 13331SEP24				274853	13331SEP24	09/01/2024	UBSEP24 393.74
				393.74	91415345 547500	GG-ROCKAWAY BEACH-WTR/SWR	
						GG-ROCKAWAY BCH-WTR/SWR	
CHECK 4510 TOTAL:							4,002.32
NUMBER OF CHECKS				1	*** CASH ACCOUNT TOTAL ***		4,002.32
TOTAL MANUAL CHECKS				COUNT	AMOUNT		
				1	4,002.32		
*** GRAND TOTAL ***							4,002.32

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2024	9	177											
APP	001-213000				09/17/2024	UBSEP24	091724			GENERAL - ACCOUNTS PAYABLE		3,608.58	
										AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100				09/17/2024	UBSEP24	091724			CASH			4,002.32
										AP CASH DISBURSEMENTS JOURNAL			
APP	401-213000				09/17/2024	UBSEP24	091724			ACCOUNTS PAYABLE		393.74	
										AP CASH DISBURSEMENTS JOURNAL			
										GENERAL LEDGER TOTAL		4,002.32	4,002.32
APP	631-130000				09/17/2024	UBSEP24	091724			DUE TO/FROM CLEARING		4,002.32	
APP	001-130000				09/17/2024	UBSEP24	091724			GENERAL - DUE TO/FROM CLEARING			3,608.58
APP	401-130000				09/17/2024	UBSEP24	091724			DUE TO/FROM CLEARING			393.74
										SYSTEM GENERATED ENTRIES TOTAL		4,002.32	4,002.32
										JOURNAL 2024/09/177 TOTAL		8,004.64	8,004.64

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
001 GENERAL FUND	2024	9	177	09/17/2024			
001-130000					GENERAL - DUE TO/FROM CLEARING		3,608.58
001-213000					GENERAL - ACCOUNTS PAYABLE	3,608.58	
					FUND TOTAL	3,608.58	3,608.58
401 WATER OPERATING FUND	2024	9	177	09/17/2024			
401-130000					DUE TO/FROM CLEARING		393.74
401-213000					ACCOUNTS PAYABLE	393.74	
					FUND TOTAL	393.74	393.74
631 CLEARING FUND	2024	9	177	09/17/2024			
631-130000					DUE TO/FROM CLEARING	4,002.32	
635-111100					CASH		4,002.32
					FUND TOTAL	4,002.32	4,002.32

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		3,608.58
401	WATER OPERATING FUND		393.74
631	CLEARING FUND		
TOTAL		4,002.32	4,002.32

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE

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INVOICE DTL DESC									
4511	09/17/2024	MANL	124 WA ST DEPT OF REVENU	274863	AUG24	09/16/2024		ETAUG24	16,988.98
	Invoice: AUG24								
						AUGUST 2024	EXCISE TAXES		
				-61.45	91411341 553000	FINANCE - WATER EXTRNL TAXES			
				5,350.57	91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
				35.16	91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
				15.54	91411341 553000	FINANCE - WATER EXTRNL TAXES			
				.65	91411341 553000	FINANCE - WATER EXTRNL TAXES			
				215.32	91431383 553000	FINANCE - SSWM - EXTRNL TAXES			
				8,897.70	91411341 553000	FINANCE - WATER EXTRNL TAXES			
				548.50	91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
				93.01	31011256 542450	EX-GF-EMERG PREP-COMM OUTREACH			
				1,159.20	31011256 531100	EX-GF-EMERG PREP-SUPPLIES			
				2.57	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			
				638.74	31011256 53110001345	TSJC EOC-SUPPLIES			
				11.95	73425358 531100	O&M-WWTP-SUPPLIES			
				75.89	54025212 531100	MARINE - SUPPLIES			
				5.63	73011831 53110000724	PD/COURT BLDG NON-CAP-SUPPLIES			
CHECK 4511 TOTAL:									16,988.98
NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL ***									16,988.98
TOTAL MANUAL CHECKS						COUNT	AMOUNT		
						1	16,988.98		
*** GRAND TOTAL ***									16,988.98

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
															LINE	DESC				
2024	9	179																		
APP	401-213000																			
	09/17/2024	ETAUG24							091724							ACCOUNTS PAYABLE			8,852.44	
																AP CASH DISBURSEMENTS JOURNAL				
APP	635-111100															CASH				16,988.98
	09/17/2024	ETAUG24							091724							AP CASH DISBURSEMENTS JOURNAL				
APP	402-213000															ACCOUNTS PAYABLE			5,946.18	
	09/17/2024	ETAUG24							091724							AP CASH DISBURSEMENTS JOURNAL				
APP	403-213000															ACCOUNTS PAYABLE			215.32	
	09/17/2024	ETAUG24							091724							AP CASH DISBURSEMENTS JOURNAL				
APP	001-213000															GENERAL - ACCOUNTS PAYABLE			1,972.47	
	09/17/2024	ETAUG24							091724							AP CASH DISBURSEMENTS JOURNAL				
APP	407-213000															ACCOUNTS PAYABLE			2.57	
	09/17/2024	ETAUG24							091724							AP CASH DISBURSEMENTS JOURNAL				
																GENERAL LEDGER TOTAL			16,988.98	16,988.98
APP	631-130000															DUE TO/FROM CLEARING			16,988.98	
	09/17/2024	ETAUG24							091724											
APP	401-130000															DUE TO/FROM CLEARING				8,852.44
	09/17/2024	ETAUG24							091724											
APP	402-130000															DUE TO/FROM CLEARING				5,946.18
	09/17/2024	ETAUG24							091724											
APP	403-130000															DUE TO/FROM CLEARING				215.32
	09/17/2024	ETAUG24							091724											
APP	001-130000															GENERAL - DUE TO/FROM CLEARING				1,972.47
	09/17/2024	ETAUG24							091724											
APP	407-130000															DUE TO/FROM CLEARING				2.57
	09/17/2024	ETAUG24							091724											
																SYSTEM GENERATED ENTRIES TOTAL			16,988.98	16,988.98
																JOURNAL 2024/09/179	TOTAL		33,977.96	33,977.96

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2024 9	179	09/17/2024			
001-130000				GENERAL - DUE TO/FROM CLEARING		1,972.47
001-213000				GENERAL - ACCOUNTS PAYABLE	1,972.47	
				FUND TOTAL	1,972.47	1,972.47
401 WATER OPERATING FUND	2024 9	179	09/17/2024			
401-130000				DUE TO/FROM CLEARING		8,852.44
401-213000				ACCOUNTS PAYABLE	8,852.44	
				FUND TOTAL	8,852.44	8,852.44
402 SEWER OPERATING FUND	2024 9	179	09/17/2024			
402-130000				DUE TO/FROM CLEARING		5,946.18
402-213000				ACCOUNTS PAYABLE	5,946.18	
				FUND TOTAL	5,946.18	5,946.18
403 STORM & SURFACE WATER FUND	2024 9	179	09/17/2024			
403-130000				DUE TO/FROM CLEARING		215.32
403-213000				ACCOUNTS PAYABLE	215.32	
				FUND TOTAL	215.32	215.32
407 BUILDING & DEVELOPMENT FUND	2024 9	179	09/17/2024			
407-130000				DUE TO/FROM CLEARING		2.57
407-213000				ACCOUNTS PAYABLE	2.57	
				FUND TOTAL	2.57	2.57
631 CLEARING FUND	2024 9	179	09/17/2024			
631-130000				DUE TO/FROM CLEARING	16,988.98	
635-111100				CASH		16,988.98
				FUND TOTAL	16,988.98	16,988.98

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		1,972.47
401	WATER OPERATING FUND		8,852.44
402	SEWER OPERATING FUND		5,946.18
403	STORM & SURFACE WATER FUND		215.32
407	BUILDING & DEVELOPMENT FUND		2.57
631	CLEARING FUND		
TOTAL		16,988.98	16,988.98

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

REGULAR 9/18/24 JK



A/P CASH DISBURSEMENTS JOURNAL

JK

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
4512	09/19/2024	EFT	5 ACE HARDWARE	274732	56703	08/28/2024		09/18/24	155.01
Invoice: 56703				155.01	73425358 531100	PW/TIDE DETERGENT, GFCI ST RECPT 20A WHT O&M-WWTP-SUPPLIES			
Invoice: 56747				274733	56747	09/05/2024		09/18/24	33.81
				33.81	73411345 531100	PW/HAND & NAIL BRUSH, VEGETABLE RING BRUSH, ACID OFFICE SUPPLIES			
Invoice: 56750				274734	56750	09/05/2024		09/18/24	21.79
				21.79	73011831 53110000724	PW/MAGNETIC HOOK 2", ASSORTED TOOLS PD/COURT BLDG NON-CAP-SUPPLIES			
Invoice: 56753				274735	56753	09/06/2024		09/18/24	49.05
				49.05	73111264 53110000908	PW/ACE BTR RLRJ, BUCKET GRID METAL, ROLLER FRAME PAVEMENT MARKINGS-SUPPLY			
Invoice: 56773				274736	56773	09/09/2024		09/18/24	10.91
				10.91	73111264 531100	PW/ACE ALL PURP TUB 9GL BLK O&M-STREET-TRAF CONTROL-SUPPLY			
Invoice: 56774				274737	56774	09/09/2024		09/18/24	95.83
				95.83	73425358 531100	PW/REYNOLDS WRAP HD, HS CLMP, CLAMP HOSE O&M-WWTP-SUPPLIES			
Invoice: 56778				274738	56778	09/10/2024		09/18/24	17.46
				17.46	73011183 531100	PW/COUPL 3/4" PUSH BRS POLY O&M-C/E-CH FAC-SUPPLIES			
							CHECK	4512 TOTAL:	383.86
4513	09/19/2024	EFT	1014 ALLDATA LLC	274739	101322220 2024-2025	09/10/2024		09/18/24	1,638.00
Invoice: 101322220 2024-2025				1,638.00	81011881 548500	IT/AUTOMOTIVE INTELLIGENCE SOFTWARE RENEWAL IT - C/E COMPUTER SUPPORT			
							CHECK	4513 TOTAL:	1,638.00
4514	09/19/2024	EFT	9942 ARCOSA AGGREGATES IN	274741	INV-360-22459	09/10/2024		09/18/24	593.62
Invoice: INV-360-22459				593.62	73111423 531100	PW/3/4" MINUS CRUSHED ROCK 36.24 TONS OFFICE SUPPLIES			
							CHECK	4514 TOTAL:	593.62
4515	09/19/2024	EFT	10618 ARROW CONSTRUCTION S	274742	13650	08/19/2024		09/18/24	2,818.44
Invoice: 13650				2,818.44	73111423 531100	PW/CRAFCO ROADSAVER LOW TACK, DETACK 5 GA PAIL OFFICE SUPPLIES			
							CHECK	4515 TOTAL:	2,818.44

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

4516 09/19/2024 EFT	5412 BENEFIT ADMINISTRATI	274755	240907	09/10/2024	09/18/24	280.50
Invoice: 240907				HSA/FSA BENEFITS		
		17.53	21011125 520000	COURT-BENEFITS		
		52.59	31011131 520000	EX-GF-BEN		
		35.06	41011141 520000	FIN-GF-BEN		
		11.70	51011211 520000	PD-C/E ADMIN-BENEFITS		
		23.37	61011581 520000	PCD - C/E ADMIN BENEFITS		
		52.59	71011321 520000	PW - C/E BENEFITS		
		87.66	81011881 520000	IT - C/E ADMIN BENEFITS		
				CHECK	4516 TOTAL:	280.50
4517 09/19/2024 EFT	50 BAINBRIDGE ISLAND EL	274747	20240110	08/02/2024	09/18/24	1,142.91
Invoice: 20240110				PW/REPAIR PUMP SEPTIC SYSTEM	O&M OFFICE	
		1,142.91	73011897 548100	O&M-C/E-PWYD FAC-REPAIRS		
Invoice: 20240101				09/13/2024	09/18/24	2,129.40
		2,129.40	73011831 54110001353	PW/INSTALL & REMOVAL FLUKE METERS DESIGN-RELATED		
				TSJC-ELECT/COMM UPGRADE-PS		
Invoice: 20240129				09/13/2024 20240057	09/18/24	1,512.42
		1,512.42	73425358 54810001326	PW/WWTP RAS #4 PUMP REPLACEMENT - INSTALLATION		
				WWTP RAS PUMP #3-R&M		
				CHECK	4517 TOTAL:	4,784.73
4518 09/19/2024 EFT	64 BAINBRIDGE ISLAND AR	274746	2024-Q2-2	07/26/2024	09/18/24	3,000.00
Invoice: 2024-Q2-2				EX/PUBLIC ART ADMINISTRATION		
		3,000.00	31024759 54110200297	PUBLIC ART-MNGT SVCS		
				CHECK	4518 TOTAL:	3,000.00
4519 09/19/2024 EFT	10600 BOWMAN CONSULTING GR	274775	4010-22408131	08/30/2024	09/18/24	6,855.00
Invoice: 4010-22408131				ENG/WATER SEWER SSWM UTILITY RATE		
		1,371.00	72411341 54110001343	WTR-UTIL RATE STUDY-PROF SVCS		
		2,742.00	72421351 54110001343	SWR-UTIL RATE STUDY-PROF SVCS		
		2,742.00	72431831 54110001343	SSWM-UTIL RATE STUDY-PROF SVCS		
				CHECK	4519 TOTAL:	6,855.00
4520 09/19/2024 EFT	10620 C & C DEVELOPMENT &	274758	20-756	08/28/2024	09/18/24	393.12
Invoice: 20-756				PW/6" TEE - ADS X6		
		393.12	73011319 53110000827	FARM MAINT PROJECTS TBD-SUPPLY		
				CHECK	4520 TOTAL:	393.12

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
4521	09/19/2024	EFT	9863 CAMINO TECHNOLOGIES	274759	300-000108	09/05/2024		09/18/24	10,000.00	
		Invoice: 300-000108				PCD/CAMINO PERMIT GUIDE		10/1/24-9/30/25		
				10,000.00	61011581 548500	PCD-GF-ADMIN-SOFTWARE MAINT				
						CHECK		4521 TOTAL:	10,000.00	
4522	09/19/2024	EFT	9449 CASCADE COLUMBIA DIS	274760	904909	08/29/2024		09/18/24	674.68	
		Invoice: 904909				PW/CAUSTIC SODA 25% NSF DRUM X2				
				674.68	73425358 531100	O&M-WWTP-SUPPLIES				
						CHECK		4522 TOTAL:	674.68	
4523	09/19/2024	EFT	6363 LN CURTIS & SONS	274769	INV863437	09/09/2024		09/18/24	735.04	
		Invoice: INV863437				POL/UNIFORM/DAOG				
				735.04	53011212 520000	POLICE - C/E PATROL BENEFITS				
				274770	INV863949	09/10/2024		09/18/24	90.64	
		Invoice: INV863949				POL/UNIFORM/DAOG				
				90.64	53011212 520000	POLICE - C/E PATROL BENEFITS				
						CHECK		4523 TOTAL:	825.68	
4524	09/19/2024	EFT	10410 DOBBS HEAVY DUTY HOL	274771	025P187425	09/04/2024		09/18/24	150.89	
		Invoice: 025P187425				PW/SENSOR				
				150.89	73111423 531100	OFFICE SUPPLIES				
						CHECK		4524 TOTAL:	150.89	
4525	09/19/2024	EFT	10190 DTG ENTERPRISES INC	274772	29068215	09/09/2024		09/18/24	236.02	
		Invoice: 29068215				PW/PORTABLE RESTROOMS RENTALS				
				118.01	73435838 545000	O&M-DECANT-RENTS				
				118.01	73011897 545000	O&M-C/E-PWYD FAC-RENTS				
						CHECK		4525 TOTAL:	236.02	
4526	09/19/2024	EFT	5781 EXTERMINATION SERVIC	274774	49807	09/12/2024		09/18/24	709.80	
		Invoice: 49807				PW/TERMITE TREATMENT COMMONS				
				709.80	73011755 548100	O&M-COMMONS REPAIRS				
						CHECK		4526 TOTAL:	709.80	
4527	09/19/2024	EFT	1953 FERGUSON ENTERPRISES	274776	0052872	09/10/2024		09/18/24	151.35	
		Invoice: 0052872				PW/WATER SUPPLIES				
				151.35	73431835 531100	OFFICE SUPPLIES				

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC									
						CHECK	4527 TOTAL:		151.35
4528 09/19/2024 EFT	513 GRAINGER	274777	9231665184	08/28/2024		09/18/24		12.07	
Invoice: 9231665184		12.07	73425358 531100	PW/PIPE MARKER PK5					
				O&M-WWTP-SUPPLIES					
		274778	9231665192	08/28/2024		09/18/24		28.00	
Invoice: 9231665192		28.00	73425358 531100	PW/PIPE MARKER ADHESIVE PK5					
				O&M-WWTP-SUPPLIES					
		274779	9232044306	08/28/2024		09/18/24		695.94	
Invoice: 9232044306		695.94	73425358 531100	PW/PIPE MARKER, NON POTABLE WATER, SEWAGE PUMP					
				O&M-WWTP-SUPPLIES					
		274780	9233434050	08/29/2024		09/18/24		229.01	
Invoice: 9233434050		229.01	73425358 531100	PW/LTD EXT CRD 100 FT 10GA 20A YEL					
				O&M-WWTP-SUPPLIES					
				CHECK		4528 TOTAL:		965.02	
4529 09/19/2024 EFT	10509 GLCC SERVICES LLC	274781	70007103	08/27/2024		09/18/24		18,760.67	
Invoice: 70007103				PW/2024 - 2027 JANITORIAL SERVICE					
		18,760.67	73637961 54810000269	JANITORIAL CONTRACT					
				CHECK		4529 TOTAL:		18,760.67	
4530 09/19/2024 EFT	252 H.D. FOWLER COMPANY	274782	I6816373	09/09/2024		09/18/24		326.04	
Invoice: I6816373		326.04	73111427 531100	PW/12" FABRICATED WATER TIGHT ELBOW W GASKETS					
				OFFICE SUPPLIES					
				CHECK		4530 TOTAL:		326.04	
4531 09/19/2024 EFT	9582 KASEYA US LLC	274786	2464551125898	09/29/2024		09/18/24		15,295.01	
Invoice: 2464551125898		15,295.01	81011881 548500	IT/DATA BACK-UPS SERVERS, M365, OFF SITE STORAGE					
				IT - C/E COMPUTER SUPPORT					
				CHECK		4531 TOTAL:		15,295.01	
4532 09/19/2024 EFT	1496 KITSAP COUNTY SEWER	274791	KCSD7-COBI-2024-AUG	09/05/2024		09/18/24		27,093.44	
Invoice: KCSD7-COBI-2024-AUG		27,093.44	73426356 551000	PW/SEWER UTILITY CHARGE AUG 024					
				SIS-SD#7 PROCESSING CHGS					
				CHECK		4532 TOTAL:		27,093.44	

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635			111100		CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET			
INVOICE DTL DESC												
4533	09/19/2024	EFT	10439 KELLEY CREATE CO	274788	37423954	09/10/2024		09/18/24	316.68			
Invoice: 37423954				316.68	61470581 545000	PCD/COPIER LEASE						
						PCD - DEV ADMIN RENTS & LEASES						
Invoice: 37423955				274789	37423955	09/10/2024		09/18/24	318.86			
				318.86	72011321 545000	ENG/COPIER LEASE						
						ENG - C/E ADMIN RENTS & LEASES						
Invoice: 37423956				274790	37423956	09/10/2024		09/18/24	361.46			
				361.46	61470581 545000	PCD/COPIER LEASE						
						PCD - DEV ADMIN RENTS & LEASES						
						CHECK		4533 TOTAL:	997.00			
4534	09/19/2024	EFT	10563 HORTON WEIBEL BROUGH	274792	21481	08/01/2024		09/18/24	10,000.00			
Invoice: 21481				10,000.00	32011281 541113	LEGAL/LAW SERVICES JULY 2024						
						LGL-PUBLIC DEFENDER						
						CHECK		4534 TOTAL:	10,000.00			
4535	09/19/2024	EFT	309 KITSAP TIRE CENTER I	274793	INV064696	09/06/2024		09/18/24	647.27			
Invoice: INV064696				647.27	73111423 531100	PW/WRANGLER WORKHORSE AT OWL X4						
						OFFICE SUPPLIES						
Invoice: INV064700				274794	INV064700	09/06/2024		09/18/24	2,290.80			
				2,290.80	73111423 531100	PW/GOODYR 11R22.5 G6SS RSD X4						
						OFFICE SUPPLIES						
						CHECK		4535 TOTAL:	2,938.07			
4536	09/19/2024	EFT	6577 LAKESIDE INDUSTRIES	274796	284773	08/17/2024		09/18/24	3,135.67			
Invoice: 284773				3,135.67	73111423 531100	PW/SHINE ASPHALT PLANT 33.42 TONS						
						OFFICE SUPPLIES						
						CHECK		4536 TOTAL:	3,135.67			
4537	09/19/2024	EFT	5011 LEXISNEXIS RISK SOLU	274797	1272084-20240831	08/31/2024		09/18/24	218.40			
Invoice: 1272084-20240831				218.40	52011212 549100	POL/MONTHLY SUBSCRIPTION						
						PD-C/E-INV-DUES/SUBSCR/MEMBRSH						
						CHECK		4537 TOTAL:	218.40			
4538	09/19/2024	EFT	9455 KATHERINE D. JENNING	274799	1234	08/21/2024		09/18/24	3,600.00			
Invoice: 1234				3,600.00	31011572 541100	EX/VIDEO & PHOTOGRAPHY SVCS						
						EX-GF-OUTREACH-PROF SVCS						

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 1235		274800	1235	09/12/2024		09/18/24	3,000.00
		3,000.00	31011572 541100	EX/VIDEO & PHOTOGRAPHY SVCS EX-GF-OUTREACH-PROF SVCS			
				CHECK		4538 TOTAL:	6,600.00
4539 09/19/2024 EFT Invoice: 0532127-IN		274801	0532127-IN	09/05/2024		09/18/24	3,795.32
		2,308.47	73638893 532000	PW/DIESEL & REGULAR FUEL O&M-FUEL USE-ALLOCATION			
		1,486.85	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				CHECK		4539 TOTAL:	3,795.32
4540 09/19/2024 EFT Invoice: PAYREQ5-1088-1100		274862	PAYREQ5-1088-1100	09/13/2024		09/18/24	377,178.53
		76,985.00	72334561 66300001088	ENG/MAD AVE NMI & VILLAGE BASIN IM MAD AVE NM IMPR-CONSTR			
		300,193.53	72423434 66300001100	BUNDLED MAD AVE SWR-CONSTR			
				CHECK		4540 TOTAL:	377,178.53
4541 09/19/2024 EFT Invoice: 24-07217		274806	24-07217	09/06/2024		09/18/24	114.00
		114.00	73415345 54110000391	PW/IRON, MANGANESE, FLUORIDE TESTING LAB SVCS-WATER ROCKAWAY			
Invoice: 24-07255		274807	24-07255	09/09/2024		09/18/24	30.00
		30.00	73011897 54110000391	PW/TOTAL COLIFORM, E COLI TESTING LAB SVCS-PWY FAC			
Invoice: 24-07256		274808	24-07256	09/09/2024		09/18/24	90.00
		90.00	73411345 54110000391	PW/TOTAL COLIFORM, E COLI TESTING LAB SVCS-WATER			
Invoice: 24-07308		274809	24-07308	09/10/2024		09/18/24	434.00
		434.00	73425358 54110000391	PW/TKN, NITRATE, AMMONIA, CBOD, NITROGEN TESTING LAB & TESTING SVCS-WWTP			
				CHECK		4541 TOTAL:	668.00
4542 09/19/2024 EFT Invoice: 7000837463		274810	7000837463	05/31/2024		09/18/24	191.83
		191.83	61011581 531100	PCD/FIRST AID KIT, BATTERIES, PENS, PAPER PCD - C/E ADMIN SUPPLIES			
Invoice: 7002014704		274811	7002014704	08/31/2024		09/18/24	564.25
		564.25	72011321 531100	ENG/PAPER, BINDERS, DIVIDERS, NOTEBOOKS, KLEENEX ENG - C/E ADMIN SUPPLIES			
Invoice: 7002014716		274812	7002014716	08/31/2024		09/18/24	58.75
				PCD/8-TAB STYLE EDGE DIVIDERS X20			

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
		58.75	61011581 531100				
				PCD - C/E ADMIN SUPPLIES			
				CHECK	4542	TOTAL:	814.83
4543	09/19/2024 EFT	274813	Q2-2024	08/30/2024		09/18/24	494.70
	Invoice: Q2-2024			Q2 2024 LEOFF MEDICAL REIMBURSEMENT			
		494.70	91029720 521500	POLICE - INS ADD MEDICAL COSTS			
				CHECK	4543	TOTAL:	494.70
4544	09/19/2024 EFT	274814	140121052-00	08/28/2024		09/18/24	79.92
	Invoice: 140121052-00			PW/BRAKE & PARTS CLEANER NON CHLORINATED AEROSOL			
		79.92	73638935 531100	O&M-STD ALLOCATION-SUPPLIES			
		274816	140121272-00	08/28/2024		09/18/24	139.64
	Invoice: 140121272-00			PW/METRIC HEX CAP SCREWS, METRIC STUDS, FLAT WASHE			
		139.64	73637953 531100	O&M ALLOC-50SWR/50DEV-SUPPLIES			
				CHECK	4544	TOTAL:	219.56
4545	09/19/2024 EFT	274818	52296896	09/03/2024		09/18/24	30,946.01
	Invoice: 52296896			ENG/WINSLOW WWTP UPGRADE DESIGN			
		30,946.01	72423434 64110001187	WWTP CAPACITY UPGR-PROF SVCS			
				CHECK	4545	TOTAL:	30,946.01
4546	09/19/2024 EFT	274858	2234209	08/26/2024		09/18/24	1,627.10
	Invoice: 2234209			PW/3-PHASE ENERGY LOGGER RENTALS			
		1,627.10	73011831 54500001353	TSJC-ELECT/COMM UPGRADE-RENTS			
				CHECK	4546	TOTAL:	1,627.10
4547	09/19/2024 EFT	274823	INV00466629	08/27/2024		09/18/24	529.12
	Invoice: INV00466629			PW/KIMAX REVERSE SCALE GRADUATED CYLINDERS			
		529.12	73425358 531100	O&M-WWTP-SUPPLIES			
				CHECK	4547	TOTAL:	529.12
4548	09/19/2024 EFT	274824	IN060-1029463	06/13/2024	20240016	09/18/24	34,740.89
	Invoice: IN060-1029463			PW/SKID MOUNTED SALT BRINE ROADWAY APPLICATOR			
		34,740.89	73501448 66400001314	SKID MOUNTED SALT BRINE APPLIC			
				CHECK	4548	TOTAL:	34,740.89

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
4549	09/19/2024	EFT	7821 VESTIS	274827	5120533521	09/05/2024		09/18/24	54.25
	Invoice: 5120533521			54.25	73638893 589310	PW/COVERALL LS COTTON, PANT DICKIES LAUNDRY SERVICES			
						CHECK	4549	TOTAL:	54.25
4550	09/19/2024	EFT	167 WA ST DEPT OF ECOLOG	274828	09/13/2024	09/13/2024		09/18/24	2,450.00
	Invoice: 09/13/2024			2,450.00	41609860 586000	WRIA15-KITSAP JUL 2023 TO AUG 2024 HIRST DECISION-DISB TO ST DOE			
				274829	25-WA0020907-1	08/20/2024		09/18/24	4,845.00
	Invoice: 25-WA0020907-1			4,845.00	73425358 549800	PW/FY 2025 WATER QUALITY FEES O&M-WWTP-PERMITS			
				274830	25-WAG994558-1	08/20/2024		09/18/24	876.00
	Invoice: 25-WAG994558-1			876.00	73425358 549800	PW/FY 2025 WATER QUALITY PROGRAM O&M-WWTP-PERMITS			
				274861	09/16/2024	09/16/2024		09/18/24	350.00
	Invoice: 09/16/2024			350.00	41609860 586000	WRIA15-KITSAP OCT 2023 HIRST DECISION-DISB TO ST DOE			
						CHECK	4550	TOTAL:	8,521.00
4551	09/19/2024	EFT	499 WESTBAY AUTO PARTS I	274833	883513	09/03/2024		09/18/24	48.00
	Invoice: 883513			48.00	73638935 531100	PW/PANEL FILTER, FUEL FILTER, HYDRAULIC FILTER O&M-STD ALLOCATION-SUPPLIES			
				274834	883514	09/03/2024		09/18/24	50.58
	Invoice: 883514			50.58	73638935 531100	PW/PANEL FILTER, NAPA GOLD AIR FILTER O&M-STD ALLOCATION-SUPPLIES			
				274835	883944	09/04/2024		09/18/24	39.73
	Invoice: 883944			39.73	73638935 531100	PW/AIR FILTER, OIL FILTER O&M-STD ALLOCATION-SUPPLIES			
				274836	883945	09/04/2024		09/18/24	20.29
	Invoice: 883945			20.29	73638935 531100	PW/FUEL FILTER, NAPA HYDRAULIC FILTER O&M-STD ALLOCATION-SUPPLIES			
				274837	883946	09/04/2024		09/18/24	17.63
	Invoice: 883946			17.63	73638935 531100	PW/SUPER HC IND V-BELT O&M-STD ALLOCATION-SUPPLIES			
				274838	884021	09/05/2024		09/18/24	47.78
	Invoice: 884021			47.78	73638935 531100	PW/NAPAGOLD AIR & OIL FILTER O&M-STD ALLOCATION-SUPPLIES			
				274839	884024	09/05/2024		09/18/24	149.96

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
						INVOICE DTL DESC				
Invoice: 884024				149.96	73638935 531100	PW/FUEL FILTER KIT X2 O&M-STD ALLOCATION-SUPPLIES				
Invoice: 884028				274840	884028	09/05/2024		09/18/24	38.42	
				38.42	73638935 531100	PW/NAPAGOLD AIR & OIL FILTER O&M-STD ALLOCATION-SUPPLIES				
Invoice: 884029				274841	884029	09/05/2024		09/18/24	149.86	
				149.86	73638935 531100	PW/OIL FILTER, AIR FILTER, FUEL FILTER O&M-STD ALLOCATION-SUPPLIES				
Invoice: 884030				274842	884030	09/05/2024		09/18/24	83.42	
				83.42	73638935 531100	PW/NAPAGOLD AIR FILTER, HYD FILTER O&M-STD ALLOCATION-SUPPLIES				
Invoice: 884042				274843	884042	09/05/2024		09/18/24	131.03	
				131.03	73638935 531100	PW/NITRILE DISPOS GLOVES X12 O&M-STD ALLOCATION-SUPPLIES				
Invoice: 884936				274844	884936	09/10/2024		09/18/24	180.02	
				180.02	73638935 531100	PW/C M PL10 PIGTAIL, COOLANT, BARRICADE HOSE O&M-STD ALLOCATION-SUPPLIES				
								CHECK	4551 TOTAL:	956.72
4552 09/19/2024 EFT				5128	WHITNEY EQUIPMENT CO	274845	PS-INV109913	09/11/2024 20240045 09/18/24	2,457.00	
Invoice: PS-INV109913								PW/WWTP RAS #4 PUMP REPLACEMENT		
				2,457.00	73425358 53110001326	WWTP RAS PUMP #3-SUPPLIES				
								CHECK	4552 TOTAL:	2,457.00
				NUMBER OF CHECKS	41	*** CASH ACCOUNT TOTAL ***			582,828.04	
				TOTAL EFT'S	COUNT	AMOUNT				
					41	582,828.04				
								*** GRAND TOTAL ***	582,828.04	

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2024	9	211											
APP	402-213000				09/19/2024	09/18/24	091824			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		373,519.06	
APP	635-111100				09/19/2024	09/18/24	091824			CASH AP CASH DISBURSEMENTS JOURNAL			582,828.04
APP	401-213000				09/19/2024	09/18/24	091824			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		1,608.81	
APP	001-213000				09/19/2024	09/18/24	091824			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		55,675.57	
APP	101-213000				09/19/2024	09/18/24	091824			STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		10,022.69	
APP	403-213000				09/19/2024	09/18/24	091824			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		3,011.36	
APP	631-213000				09/19/2024	09/18/24	091824			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		23,786.52	
APP	407-213000				09/19/2024	09/18/24	091824			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		678.14	
APP	301-213000				09/19/2024	09/18/24	091824			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		76,985.00	
APP	501-213000				09/19/2024	09/18/24	091824			ER&R-ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		34,740.89	
APP	650-213000				09/19/2024	09/18/24	091824			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		2,800.00	
										GENERAL LEDGER TOTAL		582,828.04	582,828.04
APP	631-130000				09/19/2024	09/18/24	091824			DUE TO/FROM CLEARING		559,041.52	
APP	402-130000				09/19/2024	09/18/24	091824			DUE TO/FROM CLEARING			373,519.06
APP	401-130000				09/19/2024	09/18/24	091824			DUE TO/FROM CLEARING			1,608.81
APP	001-130000				09/19/2024	09/18/24	091824			GENERAL - DUE TO/FROM CLEARING			55,675.57
APP	101-130000				09/19/2024	09/18/24	091824			STREETS - DUE TO/FROM CLEARING			10,022.69
APP	403-130000				09/19/2024	09/18/24	091824			DUE TO/FROM CLEARING			3,011.36
APP	407-130000				09/19/2024	09/18/24	091824			DUE TO/FROM CLEARING			678.14
APP	301-130000				09/19/2024	09/18/24	091824			DUE TO/FROM CLEARING			76,985.00
APP	501-130000				09/19/2024	09/18/24	091824			ER&R-DUE TO/FROM CLEARING			34,740.89
APP	650-130000				09/19/2024	09/18/24	091824			DUE TO/FROM CLEARING			2,800.00

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE DESC				
							SYSTEM GENERATED ENTRIES TOTAL			559,041.52	559,041.52
							JOURNAL 2024/09/211 TOTAL			1,141,869.56	1,141,869.56

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 9	211	09/19/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE FUND TOTAL	 55,675.57 55,675.57	 55,675.57 55,675.57
101 STREET FUND 101-130000 101-213000	2024 9	211	09/19/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE FUND TOTAL	 10,022.69 10,022.69	 10,022.69 10,022.69
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2024 9	211	09/19/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 76,985.00 76,985.00	 76,985.00 76,985.00
401 WATER OPERATING FUND 401-130000 401-213000	2024 9	211	09/19/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 1,608.81 1,608.81	 1,608.81 1,608.81
402 SEWER OPERATING FUND 402-130000 402-213000	2024 9	211	09/19/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 373,519.06 373,519.06	 373,519.06 373,519.06
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 9	211	09/19/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 3,011.36 3,011.36	 3,011.36 3,011.36
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2024 9	211	09/19/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 678.14 678.14	 678.14 678.14
501 EQUIPMENT RENTAL & REVOLVING 501-130000 501-213000	2024 9	211	09/19/2024	ER&R-DUE TO/FROM CLEARING ER&R-ACCOUNTS PAYABLE FUND TOTAL	 34,740.89 34,740.89	 34,740.89 34,740.89
631 CLEARING FUND	2024 9	211	09/19/2024			

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
	631-130000					DUE TO/FROM CLEARING	559,041.52	
	631-213000					ACCOUNTS PAYABLE	23,786.52	
	635-111100					CASH		582,828.04
						FUND TOTAL	582,828.04	582,828.04
650	AGENCY FUND	2024	9	211	09/19/2024			
	650-130000					DUE TO/FROM CLEARING		2,800.00
	650-213000					ACCOUNTS PAYABLE	2,800.00	
						FUND TOTAL	2,800.00	2,800.00

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		55,675.57
101	STREET FUND		10,022.69
301	CAPITAL CONSTRUCTION FUND		76,985.00
401	WATER OPERATING FUND		1,608.81
402	SEWER OPERATING FUND		373,519.06
403	STORM & SURFACE WATER FUND		3,011.36
407	BUILDING & DEVELOPMENT FUND		678.14
501	EQUIPMENT RENTAL & REVOLVING		34,740.89
631	CLEARING FUND	559,041.52	
650	AGENCY FUND		2,800.00
TOTAL		559,041.52	559,041.52

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

REGULAR 9/18/24 JK



A/P CASH DISBURSEMENTS JOURNAL

JK

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

						INVOICE DTL DESC			
361763	09/18/2024	PRTD	1336	APPLIED INDUSTRIAL T	274740	7030370925	08/27/2024	09/18/24	252.51
Invoice: 7030370925						PW/DIRECTIONAL CONTROL BRND_A0120T4JRD			
				252.51 73111423 531100		OFFICE SUPPLIES			
						CHECK		361763 TOTAL:	252.51
361764	09/18/2024	PRTD	1235	AT&T ONENET SERVICE	274743	1279519967	09/01/2024	09/18/24	10.06
Invoice: 1279519967				10.06 91011215 542100		POL/FAX LONG DISTANCE			
						GG-C/E-PD-PHONE			
Invoice: 1279528419				274745 1279528419		09/01/2024		09/18/24	.77
				.77 91011189 542100		PCD/FAX LONG DISTANCE			
						GG-C/E-CITY HALL-PHONE			
						CHECK		361764 TOTAL:	10.83
361765	09/18/2024	PRTD	2281	BAINBRIDGE SEPTIC TA	274749	08/15/2024	08/15/2024	09/18/24	627.90
Invoice: 08/15/2024				627.90 73011897 548100		PW/36" RISER PUMP TRUCK 800 GALLONS			
						O&M-C/E-PWYD FAC-REPAIRS			
						CHECK		361765 TOTAL:	627.90
361766	09/18/2024	PRTD	57	BAY HAY & FEED	274750	1980551	08/26/2024	09/18/24	71.26
Invoice: 1980551				71.26 91011897 547200		PROPANE 18.7 GALLONS			
						GG-C/E-O&M YARD FAC-PROPANE			
Invoice: 1982310				274751 1982310		09/03/2024		09/18/24	121.63
				121.63 73111427 531100		PW/GRASS SUN & SHADE 25# BAG X25			
						OFFICE SUPPLIES			
Invoice: 1982735				274752 1982735		09/04/2024		09/18/24	389.03
				389.03 73111427 531100		PW/HAY STRAW BALE X25			
						OFFICE SUPPLIES			
Invoice: 1982795				274753 1982795		09/05/2024		09/18/24	447.95
				447.95 73111427 531100		PW/HAY STRAW BALE X25, FORK MANURE 6 TINE			
						OFFICE SUPPLIES			
Invoice: 1982828				274754 1982828		09/05/2024		09/18/24	109.75
				109.75 73111427 531100		PW/HAY STRAW BALE X6			
						OFFICE SUPPLIES			
						CHECK		361766 TOTAL:	1,139.62
361767	09/18/2024	PRTD	10623	BEDELL, JANEL & PAUL	274720	119878	09/13/2024	09/18/24	101.80
Invoice: 119878				101.80 415 122100		UB 11502 4008 ROCKAWAY BEACH ROAD NE			
						ROCKAWAY WATER ACCOUNTS REC			

CASH ACCOUNT: 635	111100	CASH
CHECK NO	CHK DATE	TYPE VENDOR NAME

Report generated: 09/18/2024 11:01
User: jkines
Program ID: apcshdsb

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

						CHECK	361772 TOTAL:	131.76
361773	09/18/2024	PRTD	9415 EJ USA INC	274773	110240061587	08/23/2024	09/18/24	1,690.00
Invoice: 110240061587				845.00	73637893 531100	PW/INFRA-RISER C, RCT		
				845.00	73431835 531100	O&M-ALLOC-SWR CONSUMABLES		
						OFFICE SUPPLIES		
						CHECK	361773 TOTAL:	1,690.00
361774	09/18/2024	PRTD	10624 HOLTZ, BRYAN	274721	119879	09/13/2024	09/18/24	163.90
Invoice: 119879				163.90	411 122100	UB 10111 1305 KINGS PLACE NW		
						WATER ACCOUNTS RECEIVABLE		
						CHECK	361774 TOTAL:	163.90
361775	09/18/2024	PRTD	4850 HOME DEPOT CREDIT SE	274784	8026666	06/17/2024	09/18/24	683.51
Invoice: 8026666				683.51	73411345 531100	PW/CRESCENT GRIP, PIPE WRENCH, RATCHET		
						OFFICE SUPPLIES		
						CHECK	361775 TOTAL:	683.51
361776	09/18/2024	PRTD	10626 JAMES, CAROLINE	274723	119881	09/13/2024	09/18/24	110.42
Invoice: 119881				110.42	411 122100	UB 10886 737 PARK AVENUE NE		
						WATER ACCOUNTS RECEIVABLE		
						CHECK	361776 TOTAL:	110.42
361777	09/18/2024	PRTD	9080 JP MORGAN SECURITIES	274785	09/11/2024	09/11/2024	09/18/24	2,085.10
Invoice: 09/11/2024				2,085.10	01131 316100	RY2022 B&O TAX REFUND		
						B&O TAX		
						CHECK	361777 TOTAL:	2,085.10
361778	09/18/2024	PRTD	4168 KITSAP COUNTY SHERIF	274787	08/29/2024	08/29/2024	09/18/24	2,500.00
Invoice: 08/29/2024				2,500.00	53011217 551000	POL/TRAFFIC SAFETY SUPPORT		
						PD-GF-TRAF PATROL-INTERGOVERN		
						CHECK	361778 TOTAL:	2,500.00
361779	09/18/2024	PRTD	694 KITSAP PUD #1	274795	042835-000 JUL24	09/05/2024	09/18/24	1,951.23
Invoice: 042835-000 JUL24				1,951.23	72111421 54500001189	ENG/IRRIGATION SERVICES HALLS HILL REVEGETATIO		
						HALLS HILL SLOPE REVEG-RENTAL		

A/P CASH DISBURSEMENTS JOURNAL

 CASH ACCOUNT: 635 111100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

						CHECK	361779 TOTAL:	1,951.23
361780	09/18/2024	PRTD	10621 MCGOVERN, MATT	274718	119876	09/13/2024	09/18/24	52.14
Invoice: 119876				14.52	411	122100	UB 12821 510 FERNCLIFF AVENUE NE	
				37.62	421	122100	WATER ACCOUNTS RECEIVABLE	
						SEWER ACCOUNTS RECEIVABLE		
						CHECK	361780 TOTAL:	52.14
361781	09/18/2024	PRTD	7153 PORT MADISON ENTERPR	274802	37738	08/28/2024	09/18/24	332.17
Invoice: 37738				332.17	73011319	53110000827	PW/1/4" MINUS BASALT 29.50 TONS	
						FARM MAINT PROJECTS TBD-SUPPLY		
						CHECK	361781 TOTAL:	332.17
361782	09/18/2024	PRTD	10490 SEIFERT, THOMAS R	274717	119875	09/13/2024	09/18/24	210.00
Invoice: 119875				210.00	415	12210000510	UB 11529 4476 ROCKAWAY BEACH ROAD NE	
						WTR RB A/R-BACKFLOW TESTING		
						CHECK	361782 TOTAL:	210.00
361783	09/18/2024	PRTD	10622 SFI HOLDING LLC	274719	119877	09/13/2024	09/18/24	35.57
Invoice: 119877				35.57	411	122100	UB 13038 522 FERNCLIFF AVENUE NE	
						WATER ACCOUNTS RECEIVABLE		
						CHECK	361783 TOTAL:	35.57
361784	09/18/2024	PRTD	10629 SMITH, COLLEEN	274726	119884	09/13/2024	09/18/24	143.61
Invoice: 119884				143.61	411	122100	UB 13119 915 MAPLEWOOD LANE NE	
						WATER ACCOUNTS RECEIVABLE		
						CHECK	361784 TOTAL:	143.61
361785	09/18/2024	PRTD	601 SOUND REPROGRAPHICS	274803	105686	07/29/2024	09/18/24	283.10
Invoice: 105686				283.10	72321955	63110000781	ENG/COUNTRY CLUB BULKHEAD RECONSTRUCTION	
						CO CLUB BULKHEAD RECONSTR-SUPL		
				274804	106171	09/09/2024	09/18/24	1,266.37
Invoice: 106171				1,266.37	72111262	53110001168	ENG/FARM TRAIL SIGNAGE, WARNING SIGNS	
						FARM TRAIL-SUPPLIES		
				274805	106219	08/29/2024	09/18/24	209.36
Invoice: 106219				209.36	73111264	531100	PW/FIREARM SIGNS	
						O&M-STREET-TRAF CONTROL-SUPPLY		

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
				CHECK	361785	TOTAL:	1,758.83
361786	09/18/2024 PRD	10628	STARKEY, LAURA & HAY	274725	119883	09/13/2024	09/18/24
Invoice: 119883		366.41	411	122100	UB 12942 722	FERRYVIEW LANE NE	366.41
						WATER ACCOUNTS RECEIVABLE	
				CHECK	361786	TOTAL:	366.41
361787	09/18/2024 PRD	8243	TILZ	274819	102-35976	08/23/2024	09/18/24
Invoice: 102-35976		19.50	91011897	547900	YARD WASTE		19.50
						GG-C/E-O&M YARD FAC-GARBAGE	
Invoice: 102-35983		274820	102-35983			08/23/2024	09/18/24
		13.00	91011897	547900	YARD WASTE		13.00
						GG-C/E-O&M YARD FAC-GARBAGE	
Invoice: 102-36612		274821	102-36612			09/03/2024	09/18/24
		90.00	73111427	531100	PW/H.E 8LB	SUN-SHADE X2	90.00
						OFFICE SUPPLIES	
				CHECK	361787	TOTAL:	122.50
361788	09/18/2024 PRD	2190	UNITED PARCEL SERVIC	274822	000028Y3Y1354	08/31/2024	09/18/24
Invoice: 000028Y3Y1354		26.60	91011215	542500	POL/SHIPPING		26.60
						GG-C/E-PD-POSTAGE	
				CHECK	361788	TOTAL:	26.60
361789	09/18/2024 PRD	1485	VERIZON WIRELESS	274825	9972879066	09/01/2024	09/18/24
Invoice: 9972879066		78.75	72637319	54210000809	ENG/MODEMS FOR AUTOMATED FLOW STATIONS		78.75
						WATER QUAL FLOW MONIT-MODEM	
Invoice: 9972879065		274826	9972879065			09/01/2024	09/18/24
		51.46	91425358	542100	CITY WIDE WIRELESS SERVICES		7,372.36
		154.38	91421891	542100	GG-WWTP-TELEPHONE/FAX		
		51.46	91411891	542100	GG-SWR-FAC-PHONE		
		51.46	91415345	542100	GG-WTR-FAC-PHONE		
		120.03	73411345	542100	GG-WTR ROCKAWAY-PHONES		
		6,943.57	91011189	542100	O&M-WTR MAINT-PHONE/POSTAGE		
						GG-C/E-CITY HALL-PHONE	
				CHECK	361789	TOTAL:	7,451.11
361790	09/18/2024 PRD	4513	WM CORPORATE SERVICE	274831	0065142-2588-4	08/16/2024	09/18/24
Invoice: 0065142-2588-4		2,971.67	73435838	54790000618	PW/SPECIAL WASTE SOLID OTHER HIDDEN COVE RD		2,971.67
						DECANT SPOILS DISPOSAL	

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 0065234-2588-9		274832	0065234-2588-9	09/01/2024		09/18/24	6,938.31
		6,938.31	73435838 54790000618	PW/SPECIAL WASTE SOLID OTHER HIDDEN COVE RD DECANT SPOILS DISPOSAL			
				CHECK	361790	TOTAL:	9,909.98
361791 09/18/2024 PRD	10353 VESTIS FIRST AID AND	274859	SEA1-002010	09/13/2024		09/18/24	259.33
Invoice: SEA1-002010		259.33	91011183 531100	CITY HALL FIRST AID RESTOCK GG-C/E-CH CLEANING-SUPPLIES			
				CHECK	361791	TOTAL:	259.33
361792 09/18/2024 PRD	6488 WOOD ENVIRONMENTAL I	274846	40074122	08/12/2024		09/18/24	1,121.25
Invoice: 40074122		1,121.25	72655860 58600000370	ENG/THIRD PARTY REVIEW LAPINSKI ADDITION BLD27842 GEO TECCH-3RD PARTY REVIEWS			
				CHECK	361792	TOTAL:	1,121.25
		NUMBER OF CHECKS	30	*** CASH ACCOUNT TOTAL ***			37,214.17
				COUNT	AMOUNT		
TOTAL PRINTED CHECKS				30	37,214.17		
				*** GRAND TOTAL ***			37,214.17

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT LINE DESC	T OB	DEBIT	CREDIT
2024	9	210											
APP	101-213000				09/18/2024	09/18/24	091824			STREETS - ACCOUNTS PAYABLE		4,837.83	
										AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100				09/18/2024	09/18/24	091824			CASH			37,214.17
										AP CASH DISBURSEMENTS JOURNAL			
APP	001-213000				09/18/2024	09/18/24	091824			GENERAL - ACCOUNTS PAYABLE		13,635.68	
										AP CASH DISBURSEMENTS JOURNAL			
APP	401-213000				09/18/2024	09/18/24	091824			ACCOUNTS PAYABLE		2,308.16	
										AP CASH DISBURSEMENTS JOURNAL			
APP	402-213000				09/18/2024	09/18/24	091824			ACCOUNTS PAYABLE		2,144.05	
										AP CASH DISBURSEMENTS JOURNAL			
APP	631-213000				09/18/2024	09/18/24	091824			ACCOUNTS PAYABLE		2,129.12	
										AP CASH DISBURSEMENTS JOURNAL			
APP	403-213000				09/18/2024	09/18/24	091824			ACCOUNTS PAYABLE		10,754.98	
										AP CASH DISBURSEMENTS JOURNAL			
APP	301-213000				09/18/2024	09/18/24	091824			ACCOUNTS PAYABLE		283.10	
										AP CASH DISBURSEMENTS JOURNAL			
APP	650-213000				09/18/2024	09/18/24	091824			ACCOUNTS PAYABLE		1,121.25	
										AP CASH DISBURSEMENTS JOURNAL			
										GENERAL LEDGER TOTAL		37,214.17	37,214.17
APP	631-130000				09/18/2024	09/18/24	091824			DUE TO/FROM CLEARING		35,085.05	
APP	101-130000				09/18/2024	09/18/24	091824			STREETS - DUE TO/FROM CLEARING			4,837.83
APP	001-130000				09/18/2024	09/18/24	091824			GENERAL - DUE TO/FROM CLEARING			13,635.68
APP	401-130000				09/18/2024	09/18/24	091824			DUE TO/FROM CLEARING			2,308.16
APP	402-130000				09/18/2024	09/18/24	091824			DUE TO/FROM CLEARING			2,144.05
APP	403-130000				09/18/2024	09/18/24	091824			DUE TO/FROM CLEARING			10,754.98
APP	301-130000				09/18/2024	09/18/24	091824			DUE TO/FROM CLEARING			283.10
APP	650-130000				09/18/2024	09/18/24	091824			DUE TO/FROM CLEARING			1,121.25
										SYSTEM GENERATED ENTRIES TOTAL		35,085.05	35,085.05
										JOURNAL 2024/09/210 TOTAL		72,299.22	72,299.22

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 9	210	09/18/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	13,635.68	13,635.68
				FUND TOTAL	13,635.68	13,635.68
101 STREET FUND 101-130000 101-213000	2024 9	210	09/18/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	4,837.83	4,837.83
				FUND TOTAL	4,837.83	4,837.83
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2024 9	210	09/18/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	283.10	283.10
				FUND TOTAL	283.10	283.10
401 WATER OPERATING FUND 401-130000 401-213000	2024 9	210	09/18/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	2,308.16	2,308.16
				FUND TOTAL	2,308.16	2,308.16
402 SEWER OPERATING FUND 402-130000 402-213000	2024 9	210	09/18/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	2,144.05	2,144.05
				FUND TOTAL	2,144.05	2,144.05
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 9	210	09/18/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	10,754.98	10,754.98
				FUND TOTAL	10,754.98	10,754.98
631 CLEARING FUND 631-130000 631-213000 635-111100	2024 9	210	09/18/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH	35,085.05 2,129.12	37,214.17
				FUND TOTAL	37,214.17	37,214.17
650 AGENCY FUND 650-130000 650-213000	2024 9	210	09/18/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,121.25	1,121.25
				FUND TOTAL	1,121.25	1,121.25

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		13,635.68
101	STREET FUND		4,837.83
301	CAPITAL CONSTRUCTION FUND		283.10
401	WATER OPERATING FUND		2,308.16
402	SEWER OPERATING FUND		2,144.05
403	STORM & SURFACE WATER FUND		10,754.98
631	CLEARING FUND	35,085.05	
650	AGENCY FUND		1,121.25
TOTAL		35,085.05	35,085.05

** END OF REPORT - Generated by Jacob Kines **

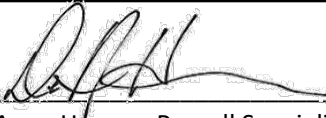


CITY OF
BAINBRIDGE ISLAND

PAYROLL REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

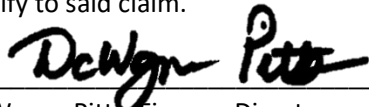
PAYROLL CHECK RUN: 09 - 20 - 2024

Run Type	Date	Check # Sequence	Comments	Amount
Normal	9/20/2024		Regular check run (Direct Dep)	\$447,513.55
EFTPS	9/20/2024	EFTPS	Federal Tax Electronic Transfer	\$167,131.78
EFT	9/20/2024	ACH	DSHS	\$147.08
Normal	9/20/2024	1105-110521	Vendor check run (Paper Checks)	\$175,884.14
			TOTAL:	\$ 790,676.55

Prepared and Reviewed by: 
DeAnna Houser, Payroll Specialist

Date 09/19/2024

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Bainbridge Island, and that I am authorized to authenticate and certify to said claim.


DeWayne Pitts, Finance Director

Date 09/19/2024



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME:

AGENDA ITEM: Approve City Council Meeting Minutes

SUMMARY: Council will consider approval of meeting minutes.

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve City Council Meeting minutes.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:

Ongoing Cost:

One-Time Cost:

Included in Current Budget?

BACKGROUND:

ATTACHMENTS:

[Regular City Council Business Meeting Minutes, September 10, 2024.pdf](#)

[City Council Study Session Minutes, September 17, 2024.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



**REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, SEPTEMBER 10, 2024**

Meeting Minutes

1) CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Deets called the meeting to order at 6:00 p.m. in Council Chambers and on the Zoom webinar.

Mayor Deets, Deputy Mayor Mathews, and Councilmembers Fantroy-Johnson, Moriwaki, Quitslund, and Schneider were present. Councilmember Hytopoulos arrived at 6:01 p.m.

Mayor Deets led the Pledge of Allegiance and read the Land Acknowledgement.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Councilmember Moriwaki moved and Councilmember Quitslund seconded to approve the agenda as presented. The motion carried unanimously, 7-0.

There were no conflicts of interest disclosed.

3) PRESENTATION(S)

3.A Approve Proclamation Declaring the Month of September 2024, to be National Service Dog Month

[Cover Page](#)

[Proclamation for National Service Dog Month.docx](#)

Councilmember Schneider read the proclamation.

MOTION: I move to authorize the Mayor to sign the proclamation declaring the month of September 2024, to be National Service Dog Month.

Schneider/Moriwaki: The motion carried unanimously, 7-0.

Nancy Rignel accepted the proclamation with service dog Finley.

3.B Present Community Preparedness Month Proclamation

[Cover Page](#)

[Preparedness Month Proclamation 2024.docx](#)

Mayor Deets read the proclamation. Scott James from Bainbridge Prepares accepted the proclamation.

3.C Present Proclamation Declaring September 2024 as “Puget Sound Starts Here” Month - Public Works

Cover Page

[2024 Puget Sound Starts Here Month Proclamation.docx](#)

Councilmember Fantroy-Johnson read the proclamation. Engineering Manager Paul Nylund and Stormwater Management Coordinator Stella Collier accepted the proclamation.

3.D Present Proclamation Declaring September 11, 2024 as “A Day of Service and Remembrance”

Cover Page

[A Day of Service and Remembrance 2024.docx](#)

Mayor Deets read the proclamation. American Legion, Colin Hyde Post 172 Commander Gary Sakuma accepted the proclamation.

4) PUBLIC COMMENT

4.A Instructions for Providing Public Comment

Cover Page

[Instructions for Providing Public Comment March 2024.pdf](#)

Jack McCullagh spoke about concerns with a Puget Sound Energy proposed project.

Dave Buck spoke in favor of the ordinance prohibiting crematoria on Bainbridge Island.

Rafael Escandon spoke in favor of the ordinance prohibiting crematoria on Bainbridge Island.

Tim Dinan spoke in favor of a crematorium.

Ron Peltier spoke about the draft Environmental Impact Statement for the Comprehensive Plan and Winslow Subarea Plan.

David Monsaas spoke about trees and brush overhanging the roads.

Lisa Macchio spoke in favor of adopting the prohibition against crematoria.

Lisa Neal spoke in favor of adopting the ordinance prohibiting crematoria on Bainbridge Island.

Alison Hahn provided information on crematoria.

Mary Heckman spoke about crematoria.

Christine Nhan, Government Affairs Manager for Puget Sound Energy, spoke in favor of agenda item 8.G.

Sandy Spears spoke in favor of the resolution opposing Initiative No. 2117.

Mike Cox spoke in favor of the resolution opposing Initiative No. 2117.

5) CONSENT AGENDA

5.A Agenda Bill for Consent Agenda

[Cover Page](#)

MOTION: I move to approve the Consent Agenda as presented.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

5.B Approve Accounts Payable and Payroll

[Cover Page](#)

[AP Report to Council of Cash Disbursements 08-14-24.pdf](#)

[Council Report 8-20-2024.pdf](#)

[AP Report to Council of Cash Disbursements 08-21-24.pdf](#)

[AP Report to Council of Cash Disbursements 08-28-24.pdf](#)

[AP Report to Council of Cash Disbursements 09-04-24.pdf](#)

[Council Report 9-5-2024.pdf](#)

5.C Approve City Council Meeting Minutes

[Cover Page](#)

[081324 City Council Executive Minutes.pdf](#)

[081324 Regular City Council Business Meeting Minutes.pdf](#)

5.D Consider Interlocal Agreement with the Bainbridge Island School District Related to a Solar Installation at Woodward Middle School, which serves as the Carbon Offset for the Ted Spearman Justice Center - Executive

[Cover Page](#)

[Interlocal Agreement with School District for Photovoltaic Solar System](#)

5.E Set the Public Hearing on October 8, 2024, for Ordinance No. 2024-24 Relating to the Preliminary 2025-2026 Biennial Budget and 2025-2030 Capital Improvement Plan - Finance

[Cover Page](#)

[Ordinance No. 2024-24 Adopting Biennial Budget for FY 2025-2026 - Draft.docx](#)

[2025_Exhibit_A_Ordinance No. 2024-24_DRAFT.pdf](#)

[2026_Exhibit_B_Ordinance No. 2024-24_DRAFT.pdf](#)

5.F Set the Public Hearing on October 8, 2024, for Ordinance No. 2024-23 Relating to the Property Tax Levy for Collection in 2025 - Finance

[Cover Page](#)

[Ordinance No. 2024-23 Relating to the Levy of Property Taxes for Collection in 2025](#)

[DRAFT.docx](#)

5.G Ordinance No. 2024-25 Amending Bainbridge Island Municipal Code (BIMC) 2.20.060.E to Provide that Compensation to be Paid to the Presiding Judge Pro Tem and Other Judges will be Set by Separate Ordinance

[Cover Page](#)

[Ordinance No. 2024-25 Amending 2.20.060.E - Municipal pro tem judge compensation.docx](#)

5.H Ordinance No. 2024-26 Setting the Hourly Rate to be Paid to the Presiding Judge Pro Tem and Other Judges Pro Tem at \$100.00 per Hour and Providing for CPI-U Increases Commencing January 1, 2026 - Finance

[Cover Page](#)

[Ordinance No. 2024-26 Establishing Compensation for Presiding Pro Tem and Other Pro Tem Judges.docx](#)

5.I Authorize the City Manager to Execute a Construction Contract Change Order for the Country Club Bulkhead Reconstruction Project in the amount of \$89,923.20 (Tax Supported) - Public Works

[Cover Page](#)

[Change Order 2_Paving.pdf](#)

[CIP_Country Club Bulkhead Reconstruction_00781.pdf](#)

[CO 2_Country Club Bulkhead Reconstruction_Sealevel Bulkhead Builders.pdf](#)

5.J Authorize the City Manager to Enter Into Amendment No. 8 of the Professional Services Agreement with Perteet, Inc. for the Eagle Harbor Fish Passage (Cooper Creek Culvert) Project Design (\$175,520.00, Storm and Surface Water Utility Fund) - Public Works

[Cover Page](#)

[Eagle Harbor Wyatt Way NM PSA Amendment No 8.docx](#)

[Exhibit A_EagleHarbor-Supp8-Scope-2024-08-22.pdf](#)

[EagleHarbor-Supp8-FeeWrksht-2024-08-23.pdf](#)

[CIP_Eagle Harbor Drive Cooper Creek Fish Passage_01107.pdf](#)

5.K Approve the Renewal of the Interlocal Agreement for Fire Safety Services

[Cover Page](#)

[COBI-BIFD Fire Safety Services Agreement 2025-2027.pdf](#)

6) COUNCIL ANNOUNCEMENTS

Council members provided updates on local and regional meetings and events.

7) CITY MANAGER'S REPORT

7.A Receive City Manager's Report

[Cover Page](#)

[Eagle Harbor Drive and Valley Road Update to Council 090624.pdf](#)

City Manager King provided an update on the Eagle Harbor and Valley Road non-motorized improvement projects.

8) REGULAR BUSINESS

8.A Receive the Washington State Auditor's Annual Audit Report for the Fiscal Year Ended December 31, 2023 - Finance

[Cover Page](#)

[SAO_COBI Exit Presentation For Council.pdf](#)

[2023 COBI Exit Packet.pdf](#)

[City of Bainbridge Island, WA 2023 AUDITED ACFR.pdf](#)

City Manager King introduced the agenda item. Finance Director Pitts introduced Amy Strzalka and April Taylor from the Washington State Auditor's Office who provided a presentation. Council discussed the topic.

8.B Consider the Planning Commission Recommendation Related to Ordinance No. 2024-21 Prohibiting Crematoria in All Zoning Districts - Planning

[Cover Page](#)

[Ordinance Defining and Prohibiting Crematoria 2024-21.docx](#)

[Crematorium Memo 07192024.docx](#)

City Manager King introduced the agenda item. Planning and Community Development Director Charnas provided information on the ordinance, and Council discussed the topic.

MOTION: I move to forward Ordinance No. 2024-21 prohibiting crematoria in all zoning districts to the September 24, 2024, business meeting for consideration and adoption.

Moriwaki/Hytopoulos: The motion carried 6 – 1.

AYES: Jon Quitslund, Joe Deets, Kirsten Hytopoulos, Clarence Moriwaki, Leslie Schneider, Ashley Mathews

NOES: Brenda Fantroy-Johnson

ABSENT: None

ABSTAIN: None

8.C Discuss Annual Roads Preservation Program (Part 1) - Public Works

[Cover Page](#)

[Pavement Presentation Slides_Transpo.pdf](#)

City Manager King introduced the agenda item. Jon Pascal from Transpo Group provided a presentation on pavement presentation, and Council discussed the topic.

Council adjourned for a break at 8:14 pm and returned at 8:19 pm.

8.D Discuss Comprehensive Plan and Winslow Subarea Plan Draft Environmental Impact Statement (EIS) - Planning

[Cover Page](#)

[Presentation_09.10.2024 Comp Plan Winslow Plan Draft EIS Review.pptx](#)

City Manager King introduced the agenda item. Planning Director Charnas provided a presentation. Planning Manager Harper provided additional information, and Council discussed the topic.

Councilmember Hytopoulos moved and Councilmember Quitslund seconded that the City Council direct that the scope of the steering committee be expanded, and the steering committee be tasked with discussing with staff how that may be, to discuss concerns regarding getting more of the Council's voice into the substance of this. Following discussion, the motion was withdrawn.

MOTION: I move to direct the City Manager bring back the policy assumptions in the DEIS [Draft Environmental Impact Statement] in a series of meetings for Council as a whole to discuss in study sessions.

Hytopoulos/Moriwaki: The motion carried unanimously, 7-0.

8.E Adopt Resolution No. 2024-11 Opposing "Initiative Measure No. 2117 Concerns Carbon Tax Credit Trading." This measure would prohibit state agencies from imposing any type of carbon tax credit trading, and repeal legislation establishing a cap and invest program to reduce greenhouse gas emissions.

Should this measure be enacted into law? Yes [] No []. Public Comment will be accepted on this item. Remote public comment is allowed with advance notice by noon on the date of the meeting to the City Clerk, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

[Cover Page](#)

[Resolution No 2024-11 Concerning Carbon Tax Credit Trading.docx](#)

Mayor Deets introduced the agenda item and invited public comment.

Public Comment

Mike Kelly spoke in favor of opposing Initiative Measure No. 2117.

MOTION: I move to adopt Resolution No. 2024-11 opposing Initiative Measure No. 2117 concerning carbon tax credit trading.

Moriwaki/Schneider: The motion carried unanimously, 7-0.

8.F Adopt Resolution No. 2024-15 Establishing Downtown Parking Time Limits and Approving an Associated Map

[Cover Page](#)

[Resolution No. 2024-15 Downtown Parking Time Limits.docx](#)

[Downtown Employee Permit Parking Map JUNE 2024.pdf](#)

[Parking Time Limit Map.pdf](#)

City Manager King introduced the agenda item. Police Chief Clark provided additional information on the resolution.

MOTION: I move to adopt Resolution No. 2024-15 establishing downtown parking time limits and approving an associated map.

Fantroy-Johnson/Moriwaki: The motion carried unanimously, 7-0.

8.G Consider the Planning Commission's Recommendation on the Puget Sound Energy (PSE) Request for Legislative Review of Land Use Regulations and Draft Ordinance No. 2024-04 - Planning

[Cover Page](#)

[DRAFT Ordinance No. 2024-04 Utility Regulations](#)

[DRAFT Ordinance No. 2024-04 Exhibit A.docx](#)

[DRAFT Ordinance No. 2024-04 Exhibit B.docx](#)

[DRAFT Ordinance No. 2024-04 Exhibit C.docx](#)

[Staff Report Ordinance No. 2024-04.pdf](#)

[PSE Submittal Bainbridge Code Amendment Analysis.pdf](#)

[PSE Submittal Bainbridge Island Code Amendment Best Available Science Review.pdf](#)

[PSE Submittal Code Amendment Narrative 3.21.24.pdf](#)

[PSE UPDATED Proposed Code Amendment BIMC2.16.020 8.06.2024.pdf](#)

[PSE_CouncilPresentation_09102024.pptx](#)

City Manager King introduced the agenda item. Planning Director Charnas provided a presentation with additional information.

MOTION: I move to forward Ordinance 2024-04 Utility Regulations to amend Bainbridge Island Municipal Code (BIMC) Sections 16.20, 18.09, and 18.12, to the agenda for the September 24, 2024, regular City Council meeting.

Mathews/Moriwaki: The motion carried unanimously, 7-0.

8.H Confirm Appointments to Human Services Funding Task Force

Cover Page

Dougherty - Redacted (Human Services Task Force).pdf

Drake - Redacted (Human Services Funding Task Force).pdf

Eide (Human Services Funding Advisory Task Force) - Redacted.pdf

Hegarty (Human Services Advisory Task Force) - Redacted.pdf

Hite - Redacted (Human Services Funding Task Force).pdf

Parsons - Redacted (Human Services Funding Task Force).pdf

Petersen - Redacted (Human Services Task Force).pdf

Sheldon (Human Services Funding Advisory Task Force) - Redacted.pdf

Thompson - Redacted (Human Services Task Force).pdf

Weakland - Redacted (Human Services Task Force).pdf

MOTION: I move to confirm the recommended appointment of Pamela Dougherty to the Human Services Funding Task force for the 2025-2026 Funding Cycle.

Moriwaki/Hytopoulos: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Grae Drake to the Human Services Funding Task force for the 2025-2026 Funding Cycle.

Moriwaki/Hytopoulos: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Robb Petersen to the Human Services Funding Task force for the 2025-2026 Funding Cycle.

Moriwaki/Hytopoulos: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Liz Thompson to the Human Services Funding Task force for the 2025-2026 Funding Cycle.

Moriwaki/Hytopoulos: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Carrie Hite to the Human Services Funding Task force for the 2025-2026 Funding Cycle.

Moriwaki/Hytopoulos: The motion carried unanimously, 7-0.

MOTION: I move to confirm the recommended appointment of Laura Hegarty to the Human Services Funding Task force for the 2025-2026 Funding Cycle.

Moriwaki/Hytopoulos: The motion carried unanimously, 7-0.

9) ADJOURNMENT

Mayor Deets adjourned the meeting at 9:47 p.m.

Joe Deets, Mayor

Christine Brown, MMC, City Clerk



**CITY COUNCIL STUDY SESSION
TUESDAY, SEPTEMBER 17, 2024**

Meeting Minutes

1) CALL TO ORDER / ROLL CALL

Deputy Mayor Mathews called the meeting to order at 6:00 p.m. in Council Chambers and on the Zoom webinar.

Mayor Deets, Deputy Mayor Mathews, and Councilmembers Fantroy-Johnson, Hytopoulos, Moriwaki, Quitslund, and Schneider were present.

Councilmember Quitslund read the Land Acknowledgement.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:05 PM

Councilmember Moriwaki moved and Councilmember Schneider seconded to approve the agenda as presented. The motion carried unanimously, 7-0.

There were no conflicts of interest disclosed.

3) REGULAR BUSINESS

**3.A Receive City Manager's Presentation of 2025-2026 Proposed Budget
Cover Page**

City Manager King provided a presentation on the proposed 2025-2026 budget. Finance Director Pitts provided additional information on the budget and budget process.

Deputy City Manager Schroer, Planning and Community Development Director Charnas, Police Chief Clark, Finance Director Pitts, and Public Works Director Wierzbicki provided information on their departments.

Public Works Director Wierzbicki provided information on the Capital Improvement Plan.

City Manager King described next steps, and Council discussed the budget.

4) COMMITTEE REPORTS

Council members provided updates on local and regional committees.

5) ADJOURNMENT

Deputy Mayor Mathews adjourned the meeting at 7:56.

Joe Deets, Mayor

Christine Brown, MMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Authorize the City Manager to Execute the Renewal of the Interlocal Agreement with Kitsap County for Emergency Vehicle Operations Course Training - Police

SUMMARY: The Police Department is requesting that the City Council authorize the City Manager to execute the renewal of an existing agreement with Kitsap County for Emergency Vehicle Operations Course (EVOC) training. This training is required for certification and is an element of continuing agency accreditation.

AGENDA CATEGORY: Interlocal Agreement **PROPOSED BY:** Police

RECOMMENDED MOTION: Authorize the City Manager to execute the renewal of the Interlocal Agreement with Kitsap County for Emergency Vehicle Operations Course Training.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	0
Ongoing Cost:	0
One-Time Cost:	0
Included in Current Budget?	Yes

BACKGROUND: Kitsap County coordinates EVOC training for regional law enforcement agencies to increase officer safety in multi-jurisdictional responses and pursuits. This training is required for certification and an element of continuing agency accreditation. Conducting this training collaboratively is an economical and efficient use of resources. The Bainbridge Island Police Department wishes to execute this agreement to memorialize the terms and conditions of the program and continued participation for its sworn personnel.

ATTACHMENTS:

[KC 500-24 Bainbridge Island EVOC ILA 9.10.2024.docx](#)

FISCAL DETAILS: The department pays an administrative fee for each attendee, currently \$62.
Adequate funds are budgeted for this training.

Fund Name(s):

Coding:

KC-500-24
INTERLOCAL AGREEMENT FOR
EMERGENCY VEHICLE OPERATIONS COURSE TRAINING

THIS INTERLOCAL AGREEMENT FOR EMERGENCY VEHICLE OPERATIONS COURSE TRAINING ("Agreement") is entered by and between Kitsap County, a Washington state political subdivision ("County"), and the City of Bainbridge Island, a Washington state municipal corporation ("City"). Each will individually be referred to as a "Party" and collectively as the "Parties".

- A. The Interlocal Cooperation Act, Chapter 39.34 RCW, allows public agencies to enter into cooperative agreements to jointly perform any governmental services, activity, or undertaking it is authorized by law.
- B. Participation in an emergency vehicle operations course ("EVOC") training ("Training") is essential and required annually for sworn law enforcement personnel.
- C. Collaborating with other law enforcement agencies to provide this Training is in the best interests of the parties, and an economically efficient use of resources, subject to the terms and conditions of this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and mutual promises and covenants, the parties agree as follows:

- 1. **AUTHORITY.** This Agreement is entered into pursuant to chapter 39.34 RCW.
- 2. **PURPOSE.** This Agreement aims to provide for the joint and cooperative undertaking of the parties to establish, implement, and manage EVOC Training, identify those persons responsible for administering the Training, and define responsibilities as contemplated in RCW 39.34.030. The Training is intended to be made available to attendees from other law enforcement agencies of Washington state cities, counties and tribes.
- 3. **ORGANIZATION.** This Agreement does not create a separate legal or administrative entity, nor do the parties intend to create a separate legal or administrative entity subject to suit through this Agreement.
- 4. **NO JOINT VENTURE.** Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture, or other joint enterprise between the parties.
- 5. **ADMINISTRATOR.** KCSO shall serve as the Training Administrator in coordination and cooperation with the City. By functioning in this capacity, the County assumes no responsibility or liability for the actions or failures to act by the City and/or its respective employees, representatives, or agents.
- 6. **EFFECTIVE DATE, DURATION.** This Agreement shall be effective from the date the Agreement is executed by both parties and shall remain in effect for five (5) years unless terminated or extended as provided herein.
- 7. **FEES.** The City shall pay KCSO an administrative fee for every Training attendee. The amount due will be calculated based on the actual Training costs. KCSO will invoice the City

for all attendee fees, which will be paid within 30 days of the invoice date.

8. TRAINING RESPONSIBILITIES

- A. The City understands and acknowledges that the Training attendees will be from a variety of Washington state law enforcement agencies.
- B. KCSO is responsible for coordinating the Training, which includes organization, operation, budget, staffing, and training, in cooperation with the other participants. A KCSO sergeant will function as the Training Coordinator. In no event shall the coordination of the Training by KCSO be considered an allocation of liability to KCSO under RCW 10.93.040.
- C. Training will be provided twice annually in three-hour blocks, generally in April and October. However, the months may vary depending on the needs and resources of the parties. By December 31st of each year, KCSO will announce the training dates for the subsequent year and advise when classes will be open for registration. Each Training attendee will receive three hours of training per year.
- D. KCSO will arrange to use a facility to conduct the Training. The cost of using the facility will be incorporated into the Training fees. The parties agree to work cooperatively to provide any waivers required to use the facility.
- E. Pursuit Immobilization Technique (PIT) instructions will be provided to attendees only when such maneuvers are authorized by the attendee's department policy. The Training attendees are responsible for advising the instructors when PIT maneuverers are not authorized by the attendee's employing agency.
- F. KCSO will provide chase and PIT instruction vehicles for the Training attendees to use but encourages the other participating agencies to make additional vehicles available for such use.
- G. Attendees must bring a copy of their department pursuit policy to Training for discussion.
- H. Each party will be responsible for providing the vehicles and fuel to be used by its attendees for training purposes. Each party shall be responsible for all insurance, repairs, fuel, maintenance, damage, and loss to its equipment and the vehicles its employees operate while participating in the Training and shall hold the other party harmless for the same.
- I. The Training Coordinator or designee shall have the authority to remove or prohibit any attendee from participating in training activities due to unprofessional, unsafe, or other inappropriate conduct. The attendee's employing agency will be advised accordingly.

9. TRAINING INSTRUCTORS

- A. The parties agree to work cooperatively to ensure sufficient qualified instructors are made available to meet the Training needs of the attendees. While KCSO will provide the EVOC instructors, the City is expected to make its EVOC instructors available to provide instruction for the Training if possible.
- B. All instructors must have successfully completed the basic EVOC Instructor training course provided by the Washington State Criminal Justice Training Commission or an

equivalent.

- C. The Training Coordinator or designee shall have the authority to remove or prohibit an instructor(s) from participation based on performance, attendance, teaching ability, unsafe, unprofessional, or other inappropriate conduct. The instructor's employing agency will be advised accordingly.
 - D. Nothing in this Agreement prohibits a party from sending supervisory personnel to attend the Training for the purposes of monitoring and/or evaluating their agency's personnel, training, or equipment.
- 10. **TRAINING RECORDS.** Upon successful completion of the Training, the City will receive verification of its employees' attendance and completion. Each party shall be responsible for maintaining and retaining training records for its employees.
 - 11. **TERMINATION, DISSOLUTION, PROPERTY DISPOSITION.** Any party may terminate their participation in this Agreement for any reason with 30 days prior to written notice to the other party. A terminated party assumes no responsibility for the acts or omissions occurring after the effective termination date but shall remain liable for acts or omissions occurring prior to the effective date of termination.
 - 12. **INDEPENDENT CAPACITY.** The employees and agents of each party who engage in the performance of this Agreement shall continue to be the employees or agents of that party and shall not be considered, for any purpose, to be employees or agents of the other party to this Agreement. Neither party shall have the authority to bind the other nor control the employees, agents, or contractors of the other party to this Agreement. All rights, duties, and obligations of a party shall remain with that party. Each party shall be solely and exclusively responsible for the compensation, benefits, training expenses, equipment, costs, and all other costs, benefits, and expenses for its employees. Each party will ensure compliance with all applicable laws, collective bargaining agreements, and civil service rules and regulations regarding its employees.
 - 13. **INSURANCE.** During the term of this Agreement, both parties will maintain adequate general liability and automobile insurance to protect against losses and risks arising out of or related to the Training activities under this Agreement.
 - 14. **INDEMNIFICATION.** To the extent of its comparative liability, each party agrees to indemnify, defend, and hold harmless the other party, and the other party's elected and appointed officials, employees, agents, and volunteers (and their marital communities) from and against any and all claims, damages, losses, and expenses, including but not limited to court costs, attorneys fees, and alternative dispute resolution costs, for violation of any law applicable to a party, any personal injury, or any bodily injury, sick disease, or death, and for any damage to or destruction of any property (including the loss of uses therefrom) which arise as a direct or indirect result of the performance or failure to perform duties under this Agreement.

A party reserves the right, but will have no obligation, to participate in the defense of any claim, damages, losses, or expenses, and such participation will not constitute a waiver of the party's indemnity obligations under this Agreement.
 - 15. **NONDISCRIMINATION.** No party shall discriminate against any person on the basis of race, color, creed, religion, national origin, age, sex, marital status, sexual orientation, veteran status, disability, or other circumstance prohibited by federal, state, or local law, and shall

comply with Title VI of the Civil Rights Act of 1964, P.L. 88-354 and Americans with Disabilities Act of 1990 in the performance of this Agreement.

16. **GOVERNING LAW, VENUE.** The Agreement will be governed in all respects by the laws of the State of Washington, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in connection with the Agreement may be instituted and maintained only in a court of competent jurisdiction in Kitsap County, Washington or as provided by RCW 36.01.050.
17. **FILING.** Prior to its entry into force, this Agreement shall be filed with the Kitsap County Auditor's Office or, alternatively, listed by subject on the website or other electronically retrievable public source in compliance with RCW 39.34.040.
18. **NOTICE.** All notices under this Agreement may be delivered or mailed to the Sheriff or Chief of the other parties' law enforcement agency. Notice mailed by regular post (including first class) shall be deemed to have been given on the second business day following the date of mailing if properly mailed and addressed. Notices sent by certified or registered mail shall be deemed to have been given on the day next following the date of mailing if properly mailed and addressed. For all types of mail, the postmark affixed by the United States Postal Service shall be conclusive evidence of the date of mailing.
19. **COMPLIANCE WITH LAWS.** The parties shall at all times exercise their rights and perform their respective obligations under this Agreement in full compliance with all applicable laws, ordinances, rules, and regulations of any public authority having jurisdiction.
20. **ENTIRE AGREEMENT.** The parties acknowledge the Agreement is the product of negotiation between the parties and represents the parties' entire agreement with respect to its subject matter. All previous agreements and representations, whether oral or written, entered into prior to this Agreement are hereby revoked and superseded by the Agreement.
21. **AMENDMENT.** This Agreement may be changed, modified, or amended, only by written agreement executed by the parties hereto.
22. **IMPLIED CONTRACT TERMS.** Each provision of law and any terms required by law to be in the Agreement are made a part of the Agreement as if fully stated in it.
23. **PUBLIC RECORDS ACT.** Notwithstanding any provisions of this Agreement to the contrary, to the extent any record, including any electronic, audio, paper or other media, is required to be kept or indexed as a public record in accordance with the Washington Public Records Act, chapter 42.56 RCW (as may be amended), each party agrees to maintain all records constituting public records and to produce or assist the other party in producing such records, within the time frames and parameters set forth in state law.
24. **NO THIRD-PARTY BENEFICIARY.** It is the specific intent of the parties that this Agreement shall not confer third-party beneficiary status on any non-party, including but not limited to the citizens of any party's jurisdiction.
25. **ASSIGNMENT.** This Agreement shall not be assigned in whole or in part by any party to this Agreement. Any attempt to assign this Agreement shall be void.
26. **NO WAIVER.** A failure by any party to exercise its rights under this Agreement will not preclude that party from subsequent exercise of such rights and will not constitute a waiver of any other rights under this Agreement unless in writing signed by an

authorized representative of the party.

27. SEVERABILITY. The provisions of this Agreement are severable. Any term or condition of this Agreement or application thereof deemed to be illegal, invalid, or unenforceable, in whole or in part, shall not affect any other term or condition of the Agreement, and the parties' rights and obligations will be construed, and enforced as if the Agreement did not contain the particular provision.
28. SURVIVAL. The rights and obligations of the parties shall survive the term of this Agreement to the extent that any performance is required under this Agreement after the expiration or termination of this Agreement, or extension thereof, such as indemnification and governing law, venue, and waiver of immunity.
29. HEADINGS. Headings of this Agreement are for convenience only and shall not affect the interpretation of this Agreement.
30. COUNTERPARTS, ELECTRONIC SIGNATURE. The Agreement may be executed in several counterparts, each of which will be deemed an original, but all of which together will constitute one and the same agreement. A facsimile, email, or other electronically delivered signatures of the parties will be deemed to constitute original signatures and deemed to constitute duplicate originals.
31. AUTHORIZATION. Each party signing below warrants to the other party that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

Dated this ____ day of _____, 2024

Dated this ____ day of _____, 2024

CITY OF BAINBRIDGE ISLAND

KITSAP COUNTY

JOSEPH CLARK, Chief of Police

JOHN GESE, Sheriff

Dated this ____ day of _____, 2024

CITY OF BAINBRIDGE ISLAND

BLAIR KING, City Manager

APPROVED AS TO FORM:

ATTEST:

James Haney, City Attorney

Christine Brown, City Clerk

DATED or ADOPTED this ____ day of _____, 2024.

BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON

KATHERINE T. WALTERS, Chair

CHRISTINE ROLFES, Commissioner

CHARLOTTE GARRIDO, Commissioner

ATTEST:

Dana Daniels, Clerk of the Board



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Authorize the City Manager to Execute the Renewal of the Interlocal Agreement with the Seattle Police Department for Continued Agency Participation in the Washington State Internet Crimes Against Children Task Force - Police

SUMMARY: The Bainbridge Island Police Department is an affiliate agency of the Washington State Internet Crimes Against Children (ICAC) Task Force, and desires to continue that relationship in order to support and enhance the skills and knowledge of department personnel through training, equipment, supplies, and technical support to successfully investigate Internet crimes against children.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Police

RECOMMENDED MOTION: Authorize the City Manager to execute the renewal of the Interlocal Agreement with the Seattle Police Department for continued agency participation in the Washington State Internet Crimes Against Children Task Force.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	0
Ongoing Cost:	0
One-Time Cost:	0
Included in Current Budget?	Yes

BACKGROUND: The United States Department of Justice's Office of Juvenile Justice and Delinquency Prevention (OJJDP) have created the Internet Crimes Against Children (ICAC) Task Force Program. The mission of ICAC is to assist state and local law enforcement agencies in developing an effective response to technology-facilitated child sexual exploitation and Internet crimes against children using a multi-jurisdictional, multi-agency, team approach. The Seattle Police Department (SPD) has been designated by the OJJDP as the Lead Agency of the Washington State ICAC task force, and as the recipient of federal funding, the SPD assists affiliated law enforcement agencies (Affiliate Agencies) by increasing their computer forensic capabilities, expanding available resources, and promoting appropriate training to ensure the successful investigation of Internet related crimes against children.

ATTACHMENTS:

[2024 ICAC Interagency Agreement Bainbridge Island PD.docx](#)

FISCAL DETAILS: There is no cost involved for entering into this agreement. All normal personnel and operational costs related to any investigation are the responsibility of the department.

Fund Name(s):

Coding:



INTERAGENCY AGREEMENT

BETWEEN

THE WASHINGTON STATE INTERNET
CRIMES AGAINST CHILDREN TASK FORCE
ACTING THROUGH THE CITY
OF SEATTLE POLICE DEPARTMENT

AND

THE CITY OF BAINBRIDGE ISLAND, ACTING THROUGH THE
BAINBRIDGE ISLAND POLICE DEPARTMENT

This Interagency Agreement is entered into by and between the Washington State Internet Crimes Against Children Task Force (WA ICAC TF), acting through the City of Seattle Police Department and the City of Bainbridge Island, acting through the Bainbridge Island Police Department (Affiliate Agency) and its duly authorized representative.

WHEREAS, The United States Department of Justice (DOJ) Office of Juvenile Justice and Delinquency Prevention (OJJDP) have created the Internet Crimes Against Children (ICAC) Task Force Program. The mission of the national ICAC Task Force Program is to assist state, county and local law enforcement agencies in developing an effective response to technology-facilitated child sexual exploitation. This assistance encompasses digital forensic examinations, investigative techniques, specialized training, technical assistance, victim services, and prevention and community education. Due in large part to the technological aspects of these cases, the ICAC Task Force Program promotes a multi-jurisdictional, multi-agency, team approach to investigating and prosecuting ICAC cases; and

WHEREAS the ICAC Task Force Program is a national network of 61 coordinated task forces representing more than 3,500 federal, state, and local law enforcement and prosecutorial agencies with each task force having an agency designated by the OJJDP as the "Lead Agency" which is the agency awarded federal funding to assist with overseeing the taskforce and supporting affiliate agencies.

WHEREAS, Seattle Police Department (SPD) has been designated by OJJDP as the "Lead Agency" to oversee the multi-jurisdictional Washington State Internet Crimes Against Children Task Force (WA ICAC TF) intended to combat crimes related to the sexual exploitation, enticement and victimization of children through the internet, online communication systems, telecommunications technology and other computer technology.

SPD will use a portion of the federal funding to support and enhance the skills and knowledge of the affiliate agency's personnel through training, equipment, supplies, and technical support.

NOW THEREFORE, the parties hereto agree as follows:

This Interagency Agreement contains ten (10) Articles.

ARTICLE I TERM OF AGREEMENT & TERMINATION

This Interagency Agreement shall be effective upon date of signature and be in effect until such time as federal funding for the ICAC Task Force Program ends or the Interagency Agreement is canceled by either party upon 30 days' written notice.

The term of this Interagency Agreement shall be in effect until terminated pursuant to the provisions hereof. Either agency may cancel this agreement with (30) thirty days of written notification to the other agency. Said notification must be provided from the appropriate authorized authority within that agency.

Upon receipt of the written notification the SPD will permanently remove the agency from Affiliate Agency status with the ICAC Program, which will also remove them from the National ICAC program. This removal will prohibit their attendance at trainings and/or conferences sponsored by the national program or other national taskforces.

ARTICLE II OPERATIONAL STANDARDS

Affiliate Agencies agree to adhere to the *ICAC Task Force Program Operational and Investigative Standards*, attached to and made part of this Agreement, as Attachment A. The undersigned law enforcement agency agrees to investigate ICAC cases within their jurisdiction and assist other jurisdictions to investigate these cases, as practical. Affiliate Agencies agree to only use authorized personnel supervised by law enforcement per their department policies and guidance within Attachment A. Violation of the ICAC Standard Operating Procedures is considered a material breach of this agreement and cause for cancellation of the affiliate agency's affiliation with the Washington ICAC task force. Upon discovering a violation and notifying the Affiliate Agency, the SPD may cancel the contract and rescind any funding.

ARTICLE IV JURISDICTION

The principal sites of WA ICAC TF activities will be in the respective jurisdictional area of each Affiliate Agency. Nothing in this agreement shall otherwise limit or enhance the jurisdiction and powers normally possessed by an Affiliate Agency's employee(s) as a member of the WA ICAC TF. Affiliate Agencies may on occasion be referred investigations that are outside of the physical boundaries of their respective municipalities due to specific needs, capabilities or expertise as identified by the WA ICAC TF Lead Agency. Affiliate Agencies agree to take these referrals and conduct appropriate investigations in conformance with the ICAC Operational Standards, investigative or operational training, and their agency policing policies.

ARTICLE V EVIDENCE

Seized evidence and any other related forfeiture will be handled in a manner consistent with the seizing law enforcement agency's policies and national standards outlined in Attachment A.

ARTICLE VI INSURANCE AND LIABILITY

Each Affiliate Agency shall maintain sufficient insurance coverage or a fully funded self-insurance program, approved by the State of Washington, for the protection and handling of the liabilities including injuries to persons and damage to property. Each Affiliate Agency agrees to maintain, at its own expense, insurance, or self-insurance coverage for all of its liability exposures for this Agreement and agrees to provide the City of Seattle with at least 30 days prior written notice of any material change in the Affiliate Agency's liability coverage. The parties are responsible and liable for the acts and omissions of their own officers, agents or employees in connection with the performance of their official duties under this Agreement.

ARTICLE IX CONFIDENTIALITY

The parties agree that any confidential information pertaining to investigations of WA ICAC TF will be held in the strictest confidence and will only be shared where necessary with participating WA ICAC TF members, or other law enforcement agencies, or as otherwise compelled by federal and/or state law.

ARTICLE X COMPLIANCE WITH EQUAL OPPORTUNITY LAWS

To the extent required by law, the Affiliate Agency shall comply with all applicable laws, standards, orders, rules, and regulations regarding equal employment which are applicable to the Affiliate Agency's performance of this Interagency Agreement, including Rules of Practice for Administrative Proceeding to Enforce Equal Opportunity under Executive Order No. 11246, title 41, subtitle B, Chapter 60, part 60-30.

ARTICLE XI GOVERNING LAW AND VENUE

This Interagency Agreement is governed in all respects by applicable local, State, and Federal laws which shall supersede any provisions made in this Interagency Agreement to the contrary. Any provision effected will not negate the rest of the Interagency Agreement. If any term or condition of this Agreement is held invalid, such invalidity shall not affect the validity of the other terms or conditions of this Agreement. The exclusive venue is in Seattle, King County, Washington.

ARTICLE XII AMENDMENTS

This Interagency Agreement can be amended or replaced in the event of new requirements under the national ICAC Task Force Program or as designated by law or other proper

lawful authority. No modification or amendment of the provisions hereof shall be effective unless in writing and signed by authorized representatives of the parties hereto. The parties hereto expressly reserve the right to modify this Agreement, by mutual agreement.

ARTICLE XIII AGREEMENT EXECUTION

This Agreement may be executed in counterparts or in duplicate originals. Each counterpart or each duplicate shall be deemed an original copy of this Agreement electronically signed by each Member, for all purposes. The signatories to this Agreement represent that they have the authority to bind their respective organizations to this Agreement.

WASHINGTON STATE
INTERNET CRIMES AGAINST CHILDREN
TASK FORCE

INTERAGENCY AGREEMENT

EXECUTED BY

The SEATTLE POLICE DEPARTMENT (SPD),
a department of the City of Seattle, hereinafter referred to as "SPD",
Department Authorization Representative:
Sue Rahr, Interim Chief of Police
PO Box 34986
Seattle WA 98124-4986

AND

The BAINBRIDGE ISLAND POLICE DEPARTMENT,
a department of the City of Bainbridge Island, hereinafter referred to as "BIPD",
Department Authorized Representative:
Joseph Clark, Chief of Police
8804 Madison Ave N, Suite 100,
Bainbridge Island, WA 98110

In Witness, Whereof, the parties have executed this Agreement by having their representatives affix their signatures below.

BAINBRIDGE ISLAND POLICE DEPARTMENT

SEATTLE POLICE DEPARTMENT

Joseph Clark, Chief of Police

Sue Rahr, Interim Chief of Police

Date:

Date:

CITY OF BAINBRIDGE ISLAND

Blair King, City Manager

Date:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME:

AGENDA ITEM: Authorize the City Manager to Apply for a Washington State Department of Ecology Grant to Support Construction of the Manzanita Watershed Stormwater Recharge Project (\$722,500 Grant; \$127,500 Storm and Surface Water Management Fund Match) - Public Works

SUMMARY: City staff are requesting that the City Council authorize the City Manager to apply for a Washington State Department of Ecology grant to support construction of the Manzanita Watershed Stormwater Recharge Project. The grant request is \$722,500, with a \$127,500 match supported by the Storm and Surface Water Management Fund. The matching funds are proposed in the 2025 Capital Improvement Plan.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Public Works

RECOMMENDED MOTION: Authorize the City Manager to apply for a Washington State Department of Ecology Grant to support construction of the Manzanita Watershed Stormwater Recharge Project.

COMMUNITY ENGAGEMENT AND OUTREACH: Utility Advisory Committee 12/6/23, Bainbridge Island Watershed Council 11/16/23, Neighborhood meeting 4/4/23, City Council 2/20/2024

FISCAL IMPACT:

Amount:	\$850,000 (with \$722,500 being requested from state grant)
Ongoing Cost:	N/A
One-Time Cost:	\$850,000 (with \$722,500 being requested from state grant)
Included in Current Budget?	No

BACKGROUND: The watershed draining to Manzanita Creek is identified as a top candidate for ecosystem restoration. Through a multi-year, grant funded watershed assessment - reviewed with the City Council at the February 20, 2024 City Council Meeting - a diverse group of stakeholders worked together to identify where the stressors in the watershed existed and what strategies were needed to address them. The assessment concluded by completing the design for the top-rated project in the watershed with opportunity to restore a watershed process, a Stormwater Recharge Park located on City-owned property known as M & E Farm.

To fund the construction of the Manzanita Watershed Stormwater Recharge Project, staff have identified an applicable grant. The Water Quality Combined Grant Application, offered by the Washington State Department of Ecology, is intended to advance projects in watersheds that are experiencing degradation due to unmanaged stormwater runoff. The Manzanita watershed has been identified as an area experiencing these aquatic ecosystem stressors.

One of the project's goals is to help restore streamflows to levels necessary to support robust, healthy, and sustainable salmon populations. Manzanita creek hosts an active population of coho salmon, monitored each fall by the city's Salmon Monitoring Program. The creek is also degraded and needs attention to realize its restoration potential, including increased summer baseflows and less erosive storm flows. Managing stormwater and increasing groundwater recharge will support City Council's Guiding Principle #2 and advance multiple goals of the City's Comprehensive Plan, Climate Action Plan and our regional (Kitsap) Streamflow Restoration Plan. A link to the Manzanita Watershed Project results can be found on the City's website: www.bainbridgewa.gov/1268.

This is a competitive grant program. There is no assurance the city will be awarded a grant from the proposed application.

ATTACHMENTS:

[Stormwater Park Artist Rendering.pdf](#)

[Stormwater Park Final Plans.pdf](#)

FISCAL DETAILS: The estimated construction cost of the stormwater recharge project is \$850,000. The proposed 2025-2030 Capital Improvement Plan includes \$185,000 in Storm and Surface Water Management funds to support the match component of this \$722,500 grant request.

Fund Name(s): SSWM Fund

Coding: Capital Improvement Plan Project #01363 - Stormwater Recharge Project

Landscape plant palette follows and builds upon the Food Forest master plan

Sand filter provides water quality treatment and aquifer recharge

Water level fluctuates to provide flow control and storage for Manzanita Creek

Untreated stormwater from the existing ditch enters the detention pond through an underground pipe

Ramp allows maintenance access to bottom of detention pond

Vehicular entrance to the park. Gate restricts vehicular access to maintenance only.

Existing trees between pond and road are protected during construction

Treated stormwater from the detention pond flows through an underground pipe to Manzanita Creek

Reconfigured parking lot with ADA access

Resurfaced maintenance road provides ADA access from parking lot to pond loop trail.

Trail loop begins at the maintenance road





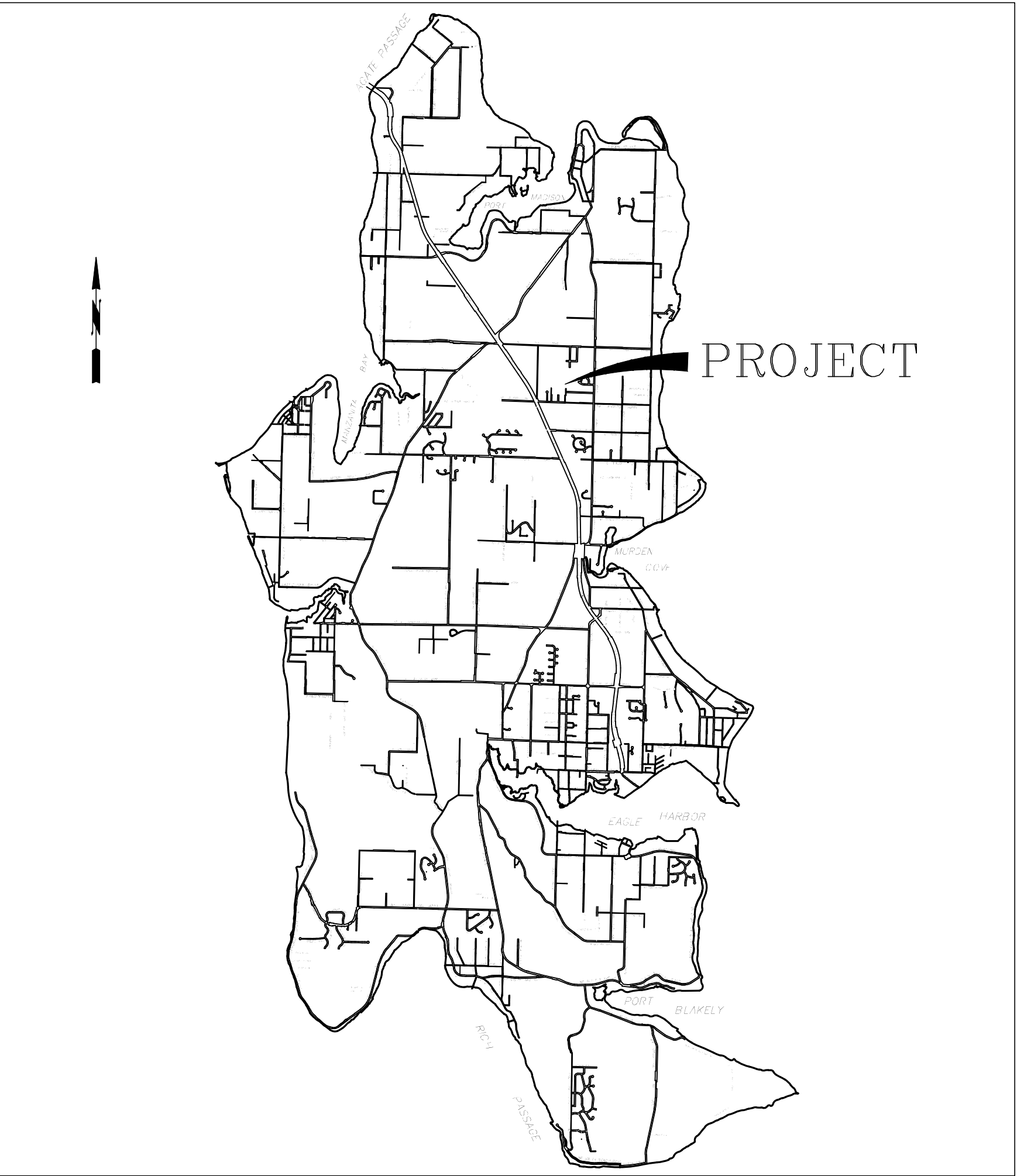
CITY OF BAINBRIDGE ISLAND PUBLIC WORKS ENGINEERING DEPARTMENT BAINBRIDGE ISLAND NATIVE FOOD FOREST STORMWATER PARK

CAPITAL PROJECT # _____

SHEET INDEX

SHEET	DWG	DESCRIPTION
1	G0.01	COVER SHEET
2	G0.02	ABBREVIATIONS, LEGEND, NOTES
3	C1.01	TOPOGRAPHY MAP BY AES
4	C2.01	TESC PLAN
5	C3.01	SITE PLAN
6	C4.01	GRADING AND STORM DRAINAGE PLAN
7	C4.02	ENLARGED SITE PLANS
8	C4.03	ENLARGED SITE PLANS
9	C4.10	PROFILES AND SECTIONS
10	C4.11	PROFILES AND SECTIONS
11	C5.01	STORM DRAINAGE PROFILES
12	C6.01	DETAILS 1
13	C6.02	DETAILS 2
14	L1.01	PLANTING PLAN 1
15	L1.02	PLANTING PLAN 2
16	L1.03	PLANTING PLAN 3
17	L1.10	PLANTING DETAILS 1
18	L1.11	PLANTING DETAILS 2

FUNDED IN PART BY THE WASHINGTON STATE DEPARTMENT OF ECOLOGY
ECOLOGY GRANT NUMBER WQNEP-2020-BainIs-00064



VICINITY MAP

RECOMMENDED
FOR APPROVAL:

PROJECT ENGINEER
NAME

HERRERA ENVIRONMENTAL CONSULTANTS
2200 SIXTH AVENUE
SUITE 1100
SEATTLE, WA 98121
PHONE: (206) 441-9080
CONTACT: MATT FONTAINE, PE
CONSULTING ENGINEER
NAME

AES CONSULTANTS, INC.
3472 N.W. LOWELL
SILVERDALE, WA 98383
PHONE: (360) 692-6400
SURVEYOR

APPROVED:

DIRECTOR OF PUBLIC WORKS

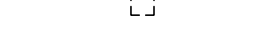
ENGINEERING MANAGER



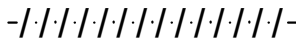
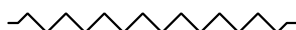
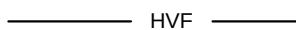
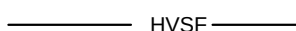
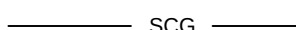
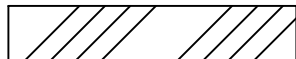
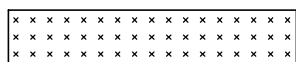
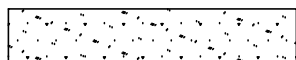
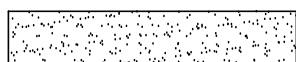
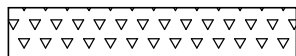
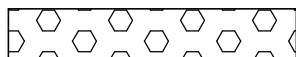
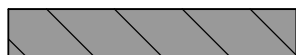
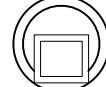
September 15, 2023

ABBREVIATIONS	
APPROX	APPROXIMATE
AVG	AVERAGE
CB	CATCH BASIN
CDF	CONTROLLED DENSITY FILL
CG	CLEAR AND GRUB
COBI	CITY OF BAINBRIDGE ISLAND
CONC	CONCRETE
CONST	CONSTRUCT, CONSTRUCTION
CP	CONTROL POINT
DIA	DIAMETER
DWG	DRAWING
E	EAST, EASTING
EA	EACH
EC	EROSION CONTROL
EG	EXISTING GRADE
EL	ELEVATION
EX	EXISTING
FG	FINISH GRADE
FL	FLOWLINE
FT	FEET/FOOT
GB	GRADE BREAK
HOR	HORIZONTAL
HMA	HOT MIX ASPHALT
HT	HEIGHT
HVF	HIGH VISIBILITY FENCE
HVSF	HIGH VISIBILITY SILT FENCE
IE	INVERT ELEVATION
IN	INCH/INCHES
L	LENGTH
LF	LINEAL FOOT/FEET
LT	LEFT
MAX	MAXIMUM
MIN	MINIMUM
N	NORTH/NORTHING
NA	NOT APPLICABLE
NO	NUMBER
NTS	NOT TO SCALE
OC	ON CENTER
QTY	QUANTITY
REF	REFERENCE
ROW	RIGHT-OF-WAY
RT	RIGHT
S	SOUTH, SLOPE
SCG	SELECTIVE CLEARING AND GRUBBING
SCH	SCHEDULE
SSP	STORM SEWER PIPE
SPEC	SPECIFICATION
STD	STANDARD
TESC	TEMPORARY EROSION AND SEDIMENT CONTROL
TRM	TURF REINFORCEMENT MAT
TYP	TYPICAL
W	WEST, WATER
WSDOT	WASHINGTON STATE DEPARTMENT OF TRANSPORTATION
WSE	WATER SURFACE ELEVATION

LEGEND - EXISTING

	PROPERTY LINE
	STORM SEWER
	FENCE
	GRAVEL
	WATER METER & BOX
	WATER VALVE
	CATCHBASIN
	AREA DRAIN
	TREE
	DATUM
	CONTROL POINT

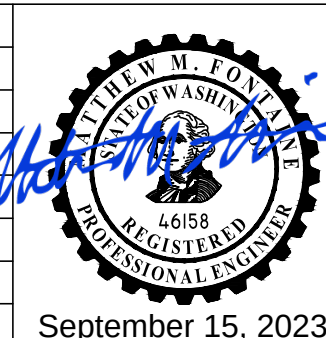
LEGEND - PROPOSED

	DISTURBANCE LIMITS
	GRADING LIMITS
	REMOVED ITEM
	ABANDONED ITEM
	HI-VISIBILITY FENCE
	HI-VISIBILITY SILT FENCE
	WATTLES
	CLEARING AND GRUBBING LIMITS
	SELECTIVE CLEARING AND GRUBBING LIMITS
	CONSTRUCTION STAGING AREA
	STABILIZED CONSTRUCTION ENTRANCE
	TREE REMOVAL
	ACCESS DRIVE
	VEHICULAR PAVEMENT
	CEMENT CONC PAVEMENT
	TRAIL PAVEMENT
	SAND FILTER
	QUARRY SPALLS
	COBBLES
	EROSION CONTROL BLANKET
	WSDOT CATCH BASIN TYPE 1
	WSDOT CATCH BASIN TYPE 2

GENERAL NOTES:

1. PROTECTION OF THE ENVIRONMENT: NO CONSTRUCTION RELATED ACTIVITY SHALL CONTRIBUTE TO THE DEGRADATION OF THE ENVIRONMENT, ALLOW MATERIAL TO ENTER SURFACE OR GROUND WATERS, OR ALLOW PARTICULATE EMISSIONS TO THE ATMOSPHERE, WHICH EXCEED STATE OR FEDERAL STANDARDS. ANY ACTIONS THAT POTENTIALLY ALLOW A DISCHARGE TO STATE WATERS MUST HAVE PRIOR APPROVAL OF THE WASHINGTON STATE DEPARTMENT OF ECOLOGY

ISSUED FOR BIDDING

[illegible]

Scale:	
Horiz:	AS NOTED
Vert:	NONE
Designed By:	D WERNER
Inspected By:	M FONTAINE
W.O. No.:	
Date:	SEPT 2023



CITY OF
BAINBRIDGE ISLAND
ENGINEERING & PUBLIC
WORKS DEPARTMENT

BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK



ABBREVIATIONS, LEGEND,
NOTES

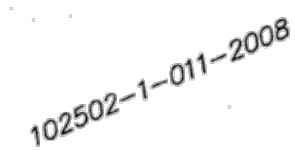
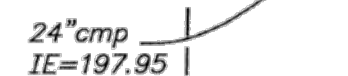
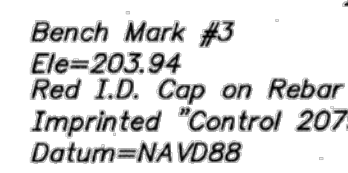
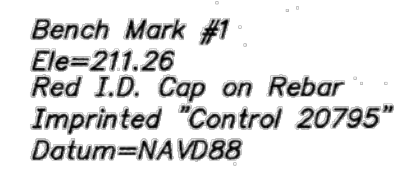
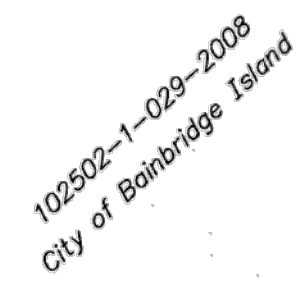
Drawing No.	G0.02
Sheet No.	2 / 18
	Of Total

SURVEY NOTES

1. THE PURPOSE OF THIS TOPOGRAPHIC SURVEY IS FOR CIVIL
ENGINEERING DESIGN. THIS IS NOT A BOUNDARY SURVEY.
SOURCES OF BOUNDARY INFORMATION AS SHOWN ARE BASED UPON
INFORMATION OF RECORD.

2.THE LOCATION OF ANY UNDERGROUND UTILITIES SHOWN IS NOT SHOWN.

3. HORIZONTAL DATUM: NAD 83/11 NORTH ZONE; VERTICAL DATUM: NAVD 88; BOTH DATUMS ESTABLISHED BY RTK GPS OBSERVATIONS UTILIZING WSRN (WASHINGTON STATE REFERENCE NETWORK).

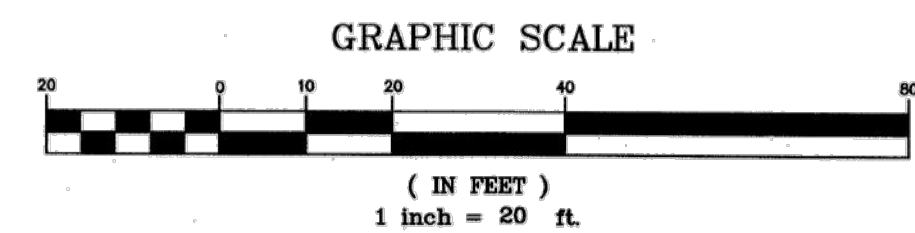


THE EAST HALF OF THE EAST HALF OF THE NORTH HALF OF THE
SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, SECTION 10,
TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., IN KITSAP COUNTY.



8-2-2022

NORTH: NAD83 2011



Note:
Scale not accurate. Original PDF
submitted in 24x36 size.

TOPOGRAPHY MAP		DATE	REV.	DATE	BY	DESCRIPTION
CITY OF BAINBRIDGE ISLAND BAINBRIDGE, WASHINGTON		8/02/22				
		DRAWN				
		B.J.M.				
		CHECKED				
		S.E.O.				
© JESSCO, INC. These drawings were prepared for this project only and are not intended for use on any other project.		DWG. FILE				
		BASE				

© AESCS, INC. These drawings were prepared for this project only and are not intended for use on any other project.

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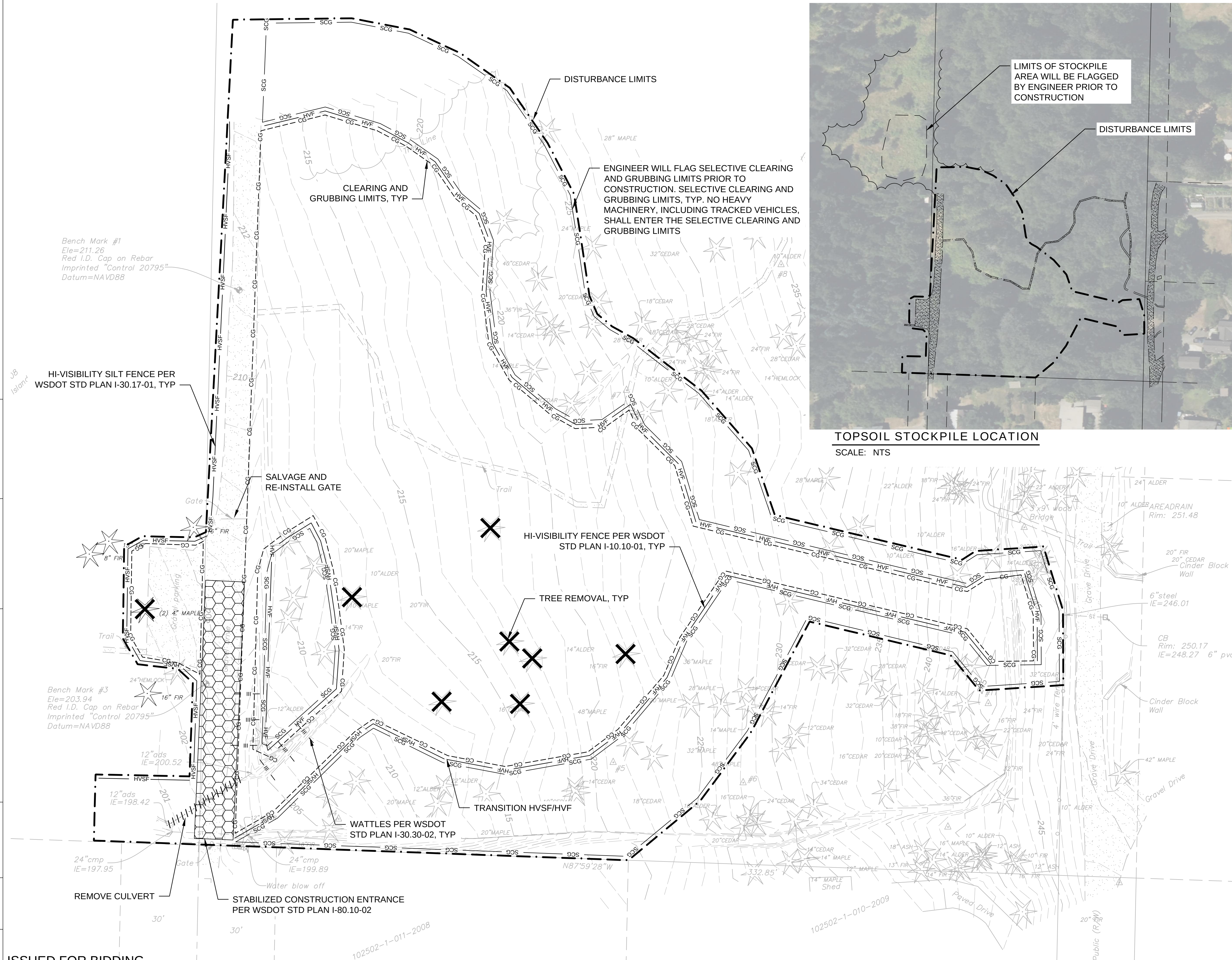
AES
P.O. BOX 930 / 3472 N.W. LOWELL •

JOB NO.

7863

SHEET

1/1



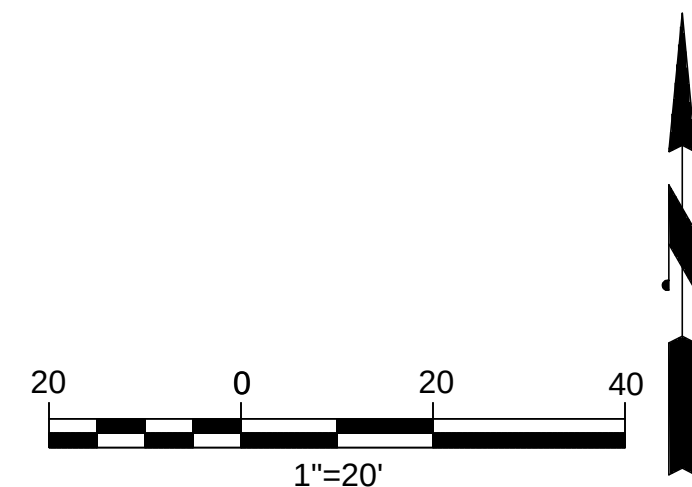
GENERAL EROSION AND SEDIMENT CONTROL NOTES:

THE FOLLOWING EROSION AND SEDIMENTATION CONTROL NOTES APPLY TO ALL CONSTRUCTION SITE ACTIVITIES AT ALL TIMES, UNLESS OTHERWISE SPECIFIED ON THESE PLANS:

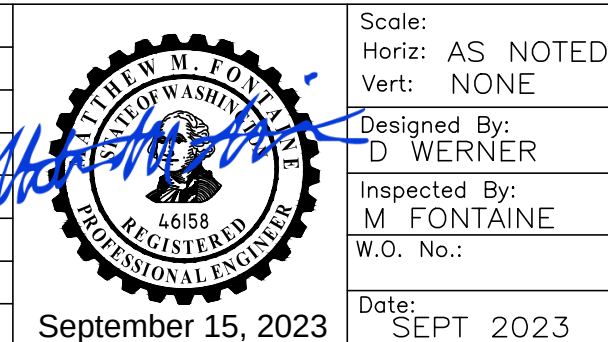
1. APPROVAL OF THIS EROSION AND SEDIMENTATION CONTROL PLAN DOES NOT CONSTITUTE AN ACCEPTANCE OF THE PERMANENT ROAD OR DRAINAGE DESIGN.
2. THE OWNER AND HIS/HER CONTRACTOR SHALL BE RESPONSIBLE AT ALL TIMES FOR PREVENTING SILT LADEN RUNOFF FROM DISCHARGING FROM THE PROJECT SITE. FAILURE BY THE OWNER AND/OR CONTRACTOR CAN RESULT IN A FINE. THE DESIGNATED TEMPORARY CONTACT PERSON NOTED ON THIS PLAN SHALL BE AVAILABLE FOR CONTACT BY TELEPHONE ON A 24 HOUR BASIS THROUGHOUT CONSTRUCTION AND UNTIL THE PROJECT HAS BEEN COMPLETED AND ACCEPTED BY COBI.
3. THE IMPLEMENTATION OF THESE ESC PLANS AND THE CONSTRUCTION, MAINTENANCE REPLACEMENT AND UPGRADING OF THESE BMPs IS THE RESPONSIBILITY OF THE OWNER AND/OR CONTRACTOR FROM THE BEGINNING OF CONSTRUCTION UNTIL ALL CONSTRUCTION IS COMPLETED AND ACCEPTED BY COBI AND THE SITE IS STABILIZED.
4. PRIOR TO BEGINNING ANY WORK ON THE PROJECT SITE, A PRE CONSTRUCTION CONFERENCE SHALL BE HELD, AND SHALL BE ATTENDED BY THE OWNER OR OWNER'S REPRESENTATIVE, THE GENERAL CONTRACTOR, THE PROJECT ENGINEER, REPRESENTATIVES FROM AFFECTED UTILITIES, AND A REPRESENTATIVE OF COBI.
5. THE ESC BMPs SHOWN ON THIS PLAN ARE CONSIDERED ADEQUATE BASIC REQUIREMENTS FOR THE ANTICIPATED SITE CONDITIONS. DURING CONSTRUCTION, DEVIATIONS FROM THIS PLAN MAY BE NECESSARY IN ORDER TO MAINTAIN WATER QUALITY. MINOR DEPARTURES FROM THIS PLAN ARE PERMITTED SUBJECT TO THE APPROVAL OF THE CITY INSPECTOR. HOWEVER, EXCEPT FOR EMERGENCY SITUATIONS, ALL OTHER DEVIATIONS FROM THIS PLAN SHALL BE DESIGNED BY THE PROJECT ENGINEER AND APPROVED BY COBI PRIOR TO INSTALLATION.
6. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSPECTED BY THE OWNER AND/OR CONTRACTOR ON A FREQUENT BASIS AND IMMEDIATELY AFTER EACH RAINFALL AND MAINTAINED AS NECESSARY TO INSURE THEIR CONTINUED FUNCTIONING. ALL SEDIMENT SHALL BE REMOVED FROM SILT FENCES, STRAW BALES, SEDIMENT PONDS, ETC. PRIOR TO THE SEDIMENT REACHING 1/3 ITS MAXIMUM POTENTIAL DEPTH.
7. AT NO TIME SHALL CONCRETE, CONCRETE BYPRODUCTS, VEHICLE FLUIDS, PAINT, CHEMICALS, OR OTHER POLLUTING MATTER BE PERMITTED TO DISCHARGE TO THE TEMPORARY OR PERMANENT DRAINAGE SYSTEM, OR TO DISCHARGE FROM THE PROJECT SITE.
8. PERMANENT DETENTION/RETENTION PONDS, PIPES, TANKS OR VAULTS MAY ONLY BE USED FOR SEDIMENT CONTAINMENT WHEN SPECIFICALLY INDICATED ON THESE PLANS.
9. REDIRECT SHEET FLOW, BLOCK DRAIN INLETS AND/OR CURB OPENINGS IN PAVEMENT AND INSTALL FLOW DIVERSION MEASURES TO PREVENT CONSTRUCTION SILT LADEN RUNOFF AND DEBRIS FROM ENTERING EXCAVATIONS AND FINISH SURFACES FOR BIORETENTION FACILITIES AND PERMEABLE PAVEMENTS.
10. WHERE AMENDED SOILS, BIORETENTION FACILITIES, AND PERMEABLE PAVEMENTS ARE INSTALLED, THESE AREAS SHALL BE PROTECTED AT ALL TIMES FROM BEING OVER COMPACTED. IF AREAS BECOME COMPACTED, REMEDIATE AND TILL SOIL IN ACCORDANCE WITH COBI REQUIREMENTS AT NO ADDITIONAL COST IN ORDER TO RESTORE THE SYSTEM'S ABILITY TO INFILTRATE.
11. INSTALL FLOW DIVERSION MEASURES OUTSIDE OF THE CRITICAL ROOT ZONE OF TREES TO BE PROTECTED. AT NO TIME SHALL CONSTRUCTION STORMWATER BE DIRECTED TOWARDS TREES TO BE PROTECTED. CONSTRUCTION STORMWATER SHALL NOT POND WITHIN A TREE'S CRITICAL ROOT ZONE.

GENERAL NOTES:

1. SEE DWG C2.01 FOR PROPOSED FEATURES LEGEND.



NO.	DATE	BY	REVISION



CITY OF
BAINBRIDGE ISLAND
ENGINEERING & PUBLIC
WORKS DEPARTMENT

BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK



TESC PLAN

Drawing No.
C2.01

Sheet No.
4 / 18

Of Total

PROJECT: 21-07564-000 CAD SHEET SITE.DWG 9/14/2023

Drawn By: T-N-R-E

Checked By:

Section: S-T-N-R-E

COBI-Gen-Shts

XREF Filename:

Control Monument:

Field Bk/Pg:

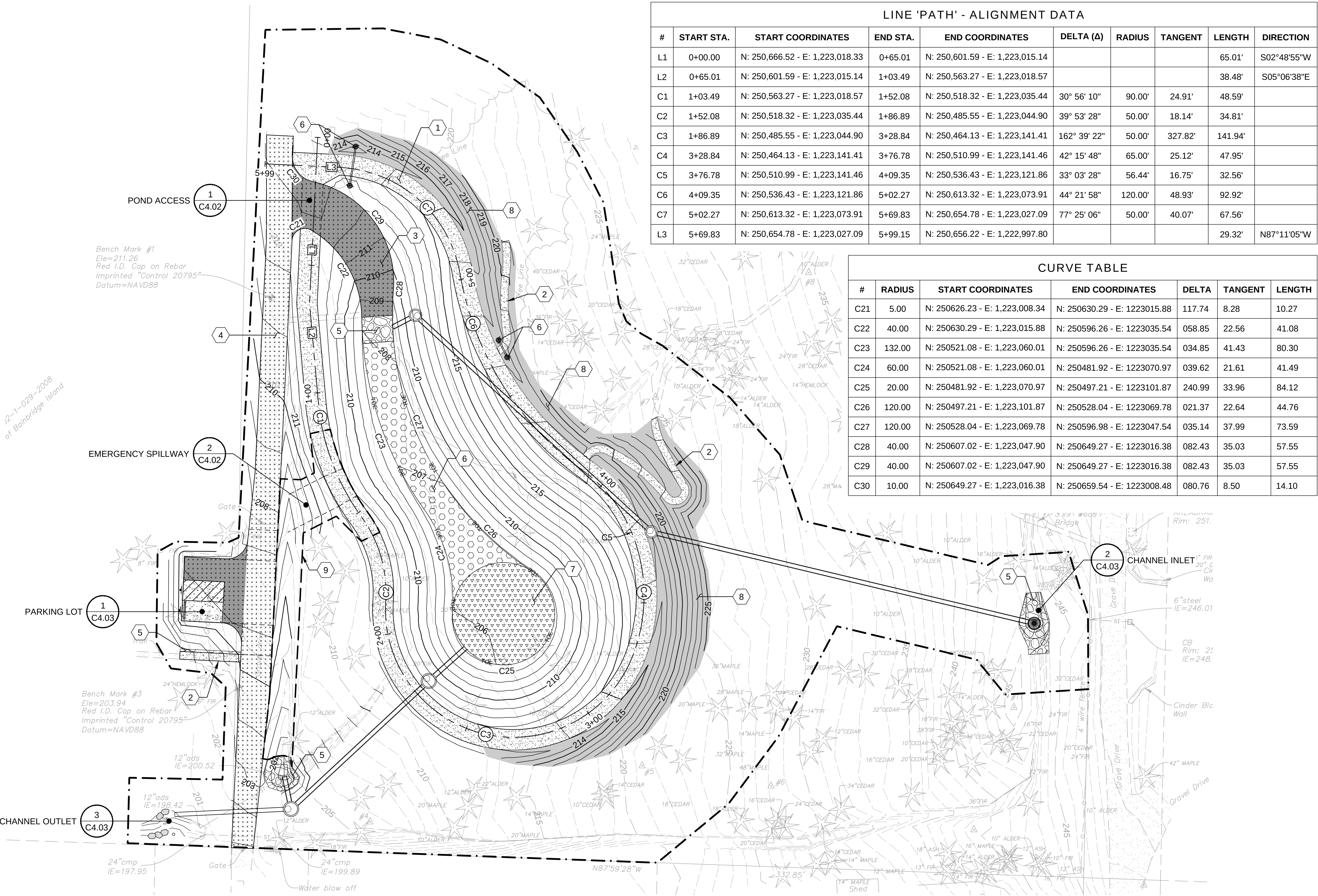
Recorded Survey:

Knap County Auditor

AF-

Constructed By:

Date:



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L1	0+00.00	N: 250,666.52 - E: 1,223,018.33	0+65.01	N: 250,601.59 - E: 1,223,015.14				65.01'	S02°48'55"W
L2	0+65.01	N: 250,601.59 - E: 1,223,015.14	1+03.49	N: 250,563.27 - E: 1,223,018.57				38.48'	S05°06'38"E
C1	1+03.49	N: 250,563.27 - E: 1,223,018.57	1+52.08	N: 250,518.32 - E: 1,223,035.44	30° 56' 10"	90.00'	24.91'	48.59'	
C2	1+52.08	N: 250,518.32 - E: 1,223,035.44	1+86.89	N: 250,485.55 - E: 1,223,044.90	39° 53' 28"	50.00'	18.14'	34.81'	
C3	1+86.89	N: 250,485.55 - E: 1,223,044.90	3+28.84	N: 250,464.13 - E: 1,223,141.41	162° 39' 22"	50.00'	327.82'	141.94'	
C4	3+28.84	N: 250,464.13 - E: 1,223,141.41	3+76.78	N: 250,510.99 - E: 1,223,141.46	42° 15' 48"	65.00'	25.12'	47.95'	
C5	3+76.78	N: 250,510.99 - E: 1,223,141.46	4+09.35	N: 250,536.43 - E: 1,223,121.86	33° 03' 28"	56.44'	16.75'	32.56'	
C6	4+09.35	N: 250,536.43 - E: 1,223,121.86	5+02.27	N: 250,613.32 - E: 1,223,073.91	44° 21' 58"	120.00'	48.93'	92.92'	
C7	5+02.27	N: 250,613.32 - E: 1,223,073.91	5+69.83	N: 250,654.78 - E: 1,223,027.09	77° 25' 06"	50.00'	40.07'	67.56'	
L3	5+69.83	N: 250,654.78 - E: 1,223,027.09	5+99.15	N: 250,656.22 - E: 1,222,997.80				29.32'	N87°11'05"W

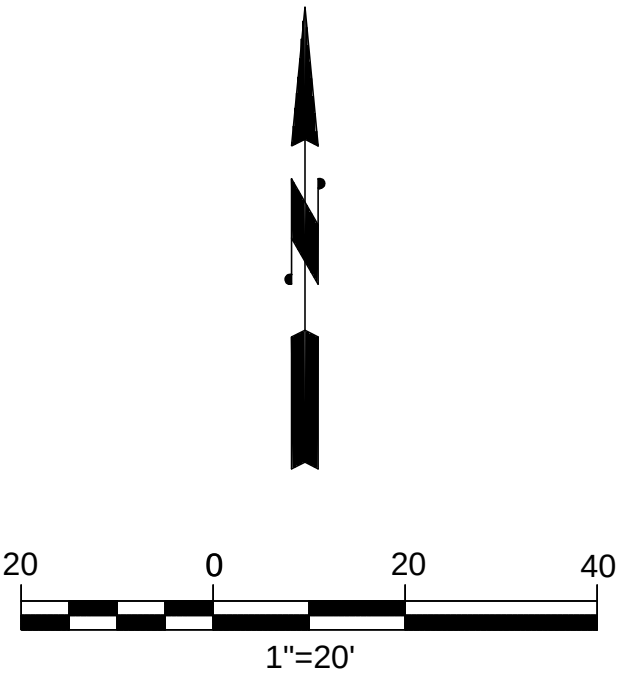
CURVE TABLE						
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C21	5.00	N: 250626.23 - E: 1,223,008.34	N: 250630.29 - E: 1223015.88	117.74	8.28	10.27
C22	40.00	N: 250630.29 - E: 1,223,015.88	N: 250596.26 - E: 1223035.54	058.85	22.56	41.08
C23	132.00	N: 250521.08 - E: 1,223,060.01	N: 250596.26 - E: 1223035.54	034.85	41.43	80.30
C24	60.00	N: 250521.08 - E: 1,223,060.01	N: 250481.92 - E: 1223070.97	039.62	21.61	41.49
C25	20.00	N: 250481.92 - E: 1,223,070.97	N: 250497.21 - E: 1223101.87	240.99	33.96	84.12
C26	120.00	N: 250497.21 - E: 1,223,101.87	N: 250528.04 - E: 1223069.78	021.37	22.64	44.76
C27	120.00	N: 250528.04 - E: 1,223,069.78	N: 250596.98 - E: 1223047.54	035.14	37.99	73.59
C28	40.00	N: 250607.02 - E: 1,223,047.90	N: 250649.27 - E: 1223016.38	082.43	35.03	57.55
C29	40.00	N: 250607.02 - E: 1,223,047.90	N: 250649.27 - E: 1223016.38	082.43	35.03	57.55
C30	10.00	N: 250649.27 - E: 1,223,016.38	N: 250659.54 - E: 1223008.48	080.76	8.50	14.10

KEYNOTES

1. CONSTRUCT TRAIL PAVEMENT, SEE DWG C4.10 FOR PROFILE AND TYPICAL CROSS SECTIONS. SEE DETAIL 3/C6.01
2. CONSTRUCT TRAIL PAVEMENT CONNECTOR, 3' WIDE PER DETAIL 3/C6.01
3. CONSTRUCT VEHICLE PAVEMENT PER DETAIL 2/C6.01
4. REGRADE EX ACCESS DRIVE, ADD CSTC AS REQUIRED TO MEET GRADES AND ELEVATIONS SHOWN ON THE PLANS AND PER DETAIL 1/C6.01
5. INSTALL QUARRY SPALLS, 1' DEPTH
6. INSTALL COBBLES, 6" DEPTH
7. CONSTRUCT SAND FILTER, SEE DWG C4.11
8. INSTALL EROSION CONTROL BLANKET
9. INSTALL TURF REINFORCEMENT MAT (TRM) PER DETAIL 5/C6.01
10. INSTALL EROSION CONTROL BLANKET IN DITCH

LEGEND

- ACCESS DRIVE
- VEHICULAR PAVEMENT
- CEMENT CONC PAVEMENT
- TRAIL PAVEMENT
- SAND FILTER
- QUARRY SPALLS
- COBBLES
- EROSION CONTROL BLANKET



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Vert: NONE
Designed By: D. WERNER
Inspected By: M. FONTAINE
W.O. No.:
Date: SEPT 2023



CITY OF
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ENGINEERING & PUBLIC
WORKS DEPARTMENT

BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK



SITE PLAN

Drawing No.
C3.01

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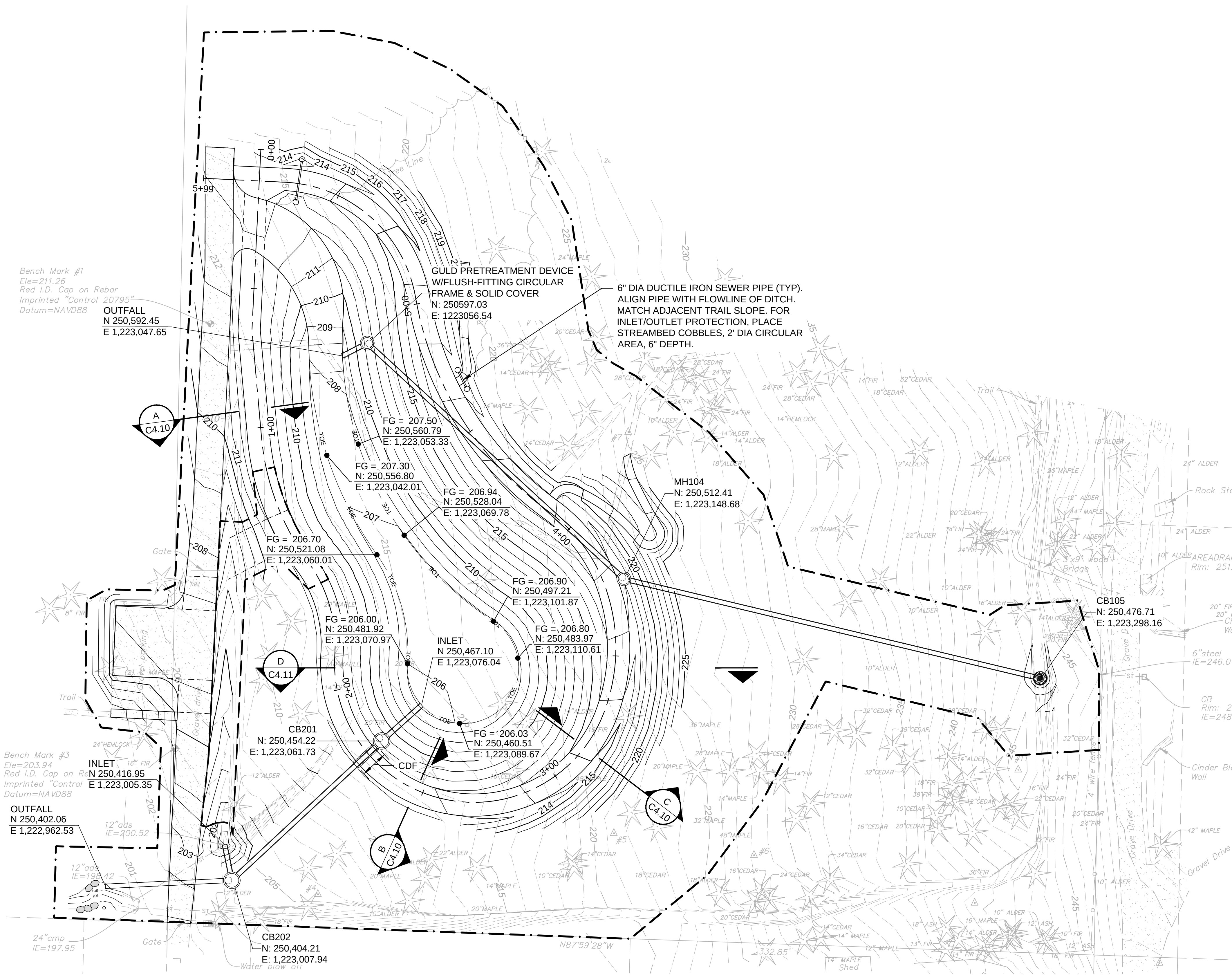
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S-T-N-R-E
T-N-R-E

Surveyed By: _____
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Knap County Auditor
AF- _____
Vo/Bk: _____ Page: _____

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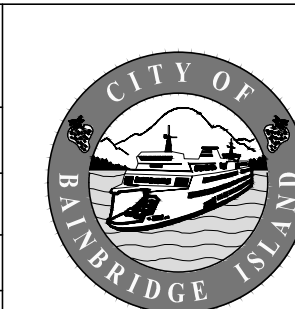
- GENERAL NOTES:**
1. ALL WORK SHALL BE IN ACCORDANCE WITH WSDOT STANDARD PLANS AND SPECIFICATIONS UNLESS NOTED OTHERWISE.
 2. SEE G0.02 FOR PROPOSED FEATURES LEGEND.
 3. INSTALL TESC PER C2.01 PRIOR TO BEGINNING WORK.
 4. SEE C5.01 FOR STORM SEWER PROFILE.
 5. PLANTING PER DWG L1.01.

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FOREST STORMWATER PARK

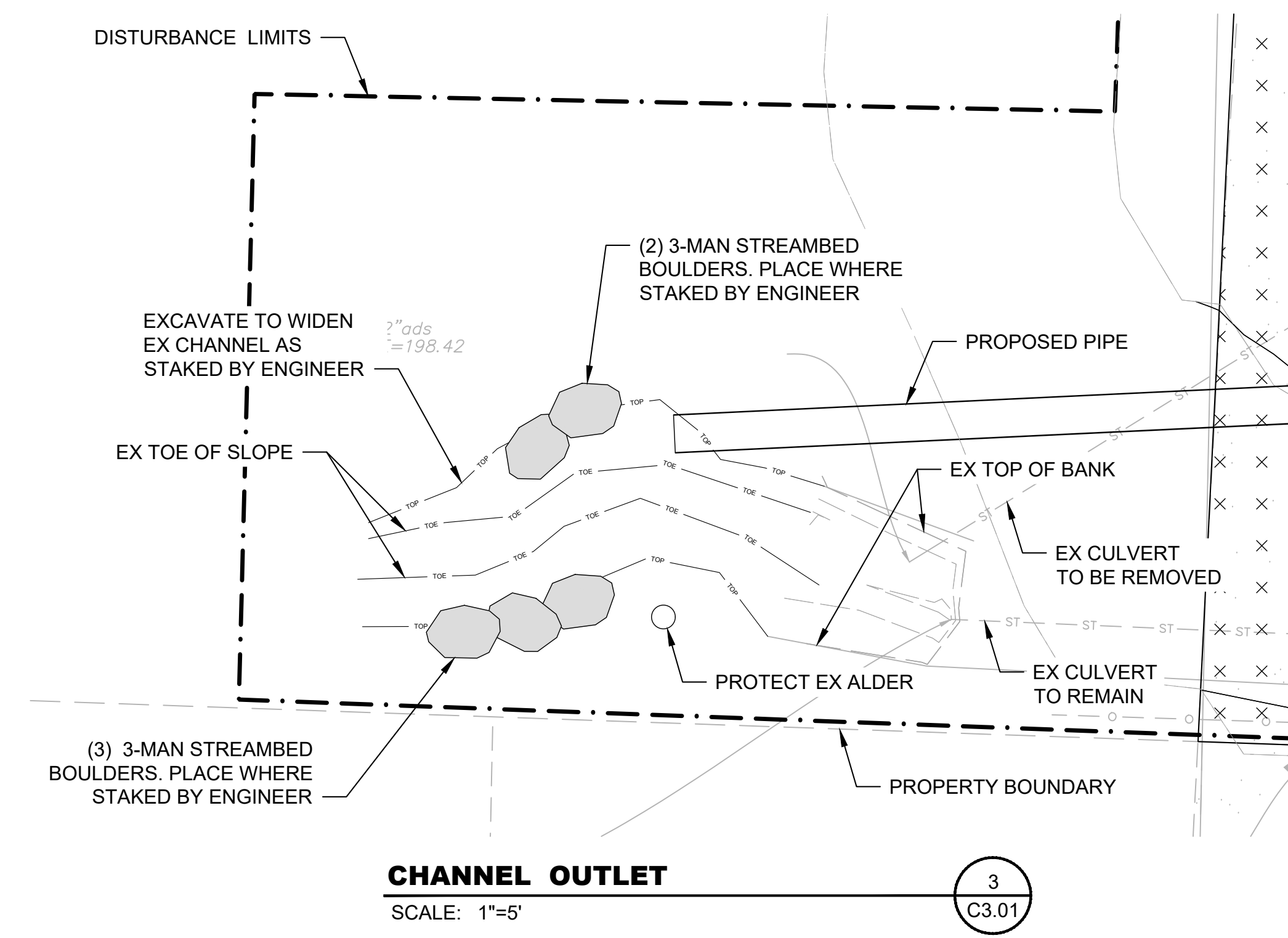
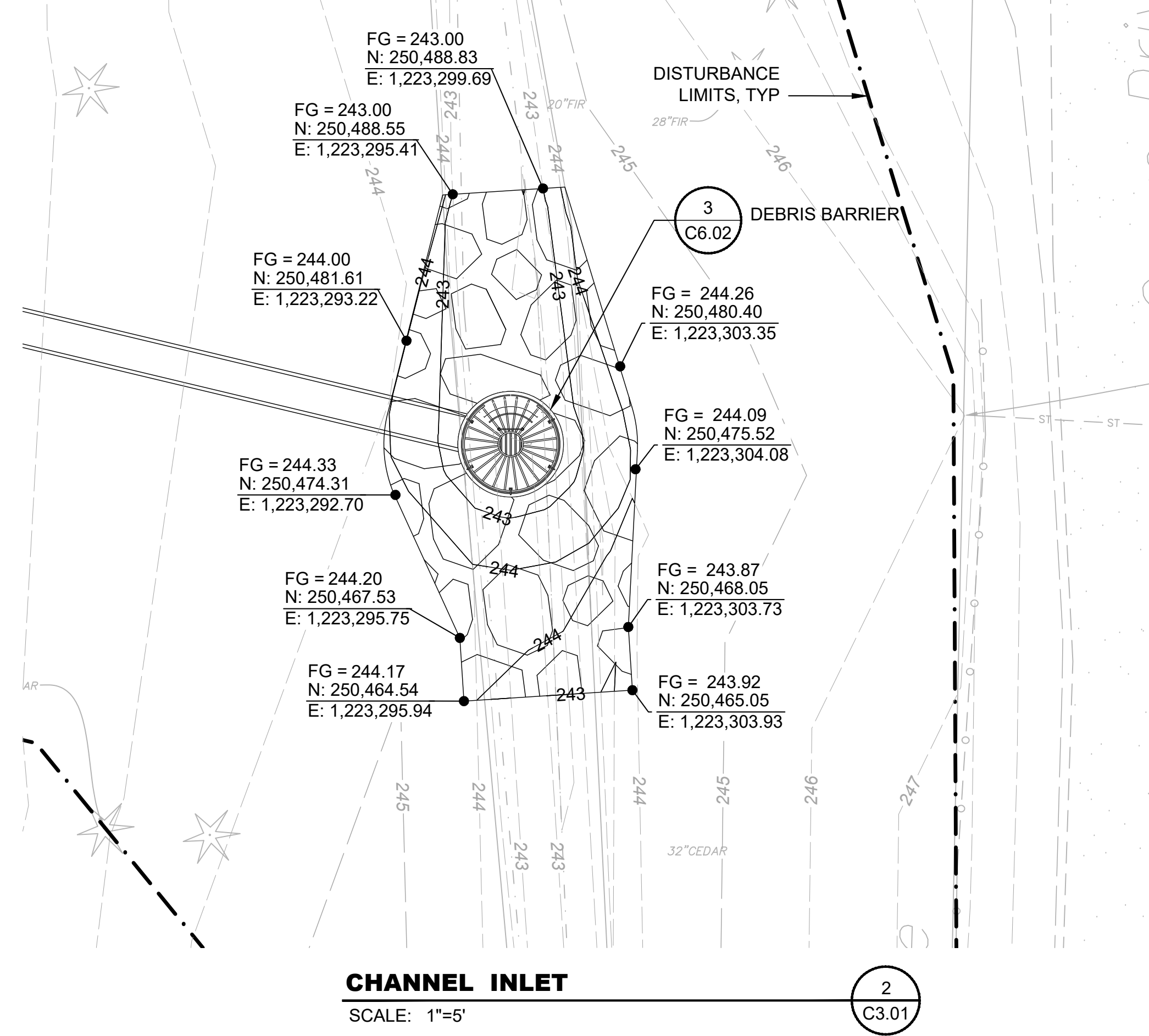
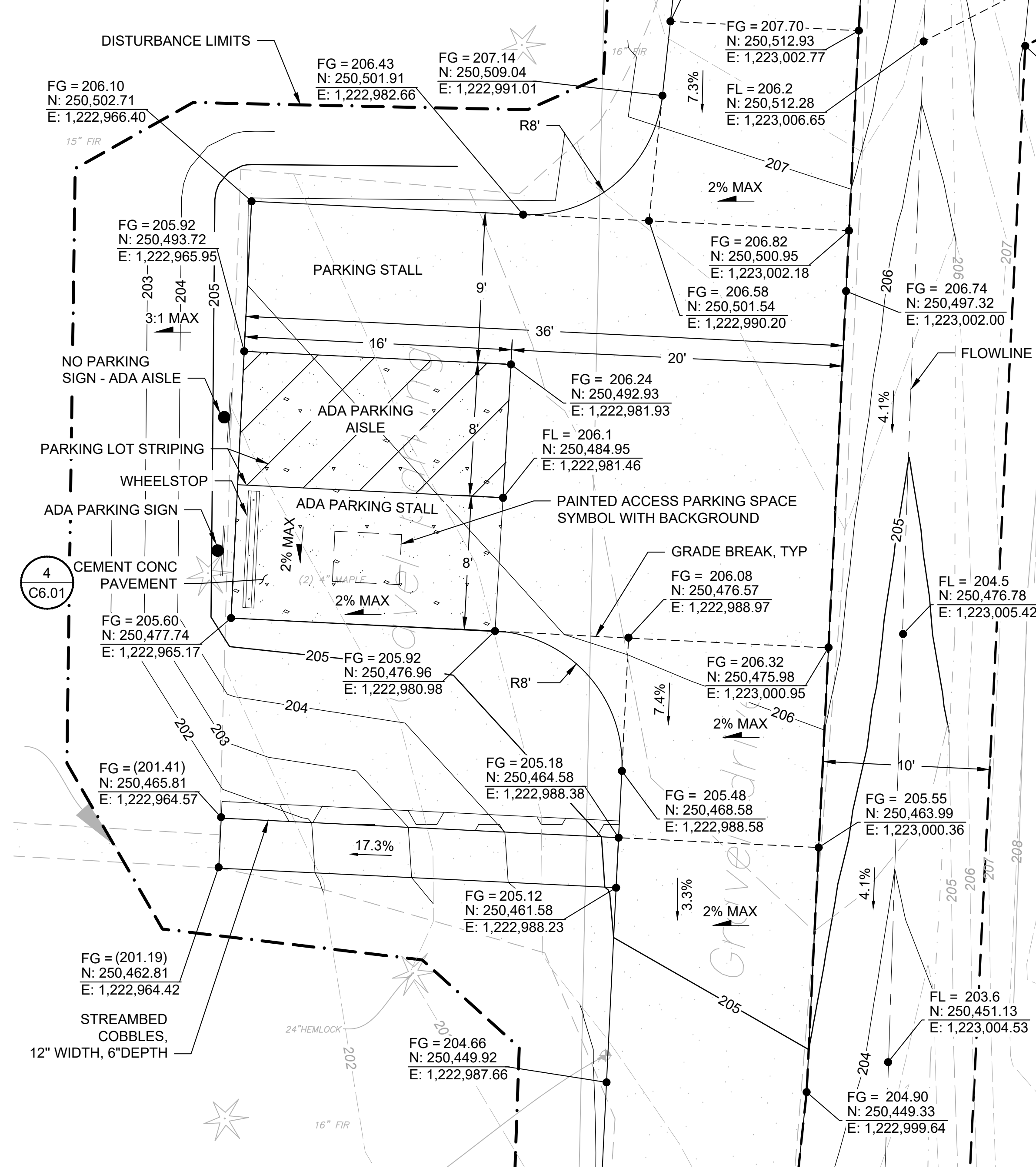


Science + Planning + Design

GRADING AND STORM
DRAINAGE PLAN

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D. WERNER

Inspected By:

M. FONTAINE

W.O. No.:

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SEPT 2023

September 15, 2023



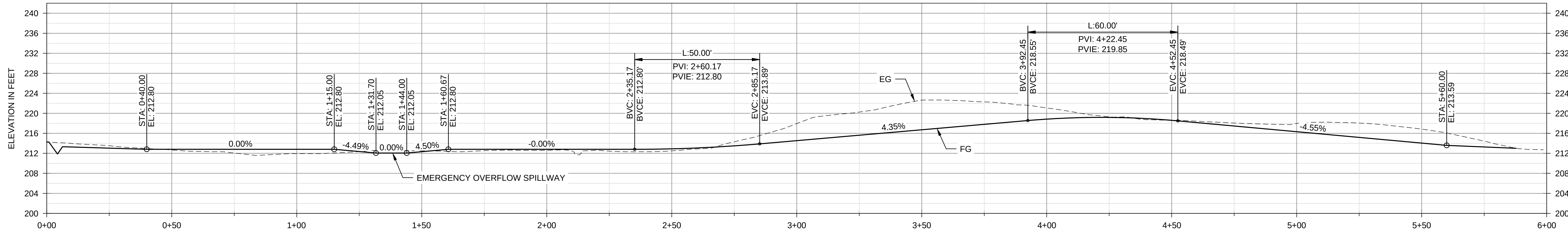
CITY OF BAINBRIDGE ISLAND
ENGINEERING & PUBLIC WORKS DEPARTMENT

BAINBRIDGE ISLAND NATIVE FOOD FOREST STORMWATER PARK

ENLARGED SITE PLANS

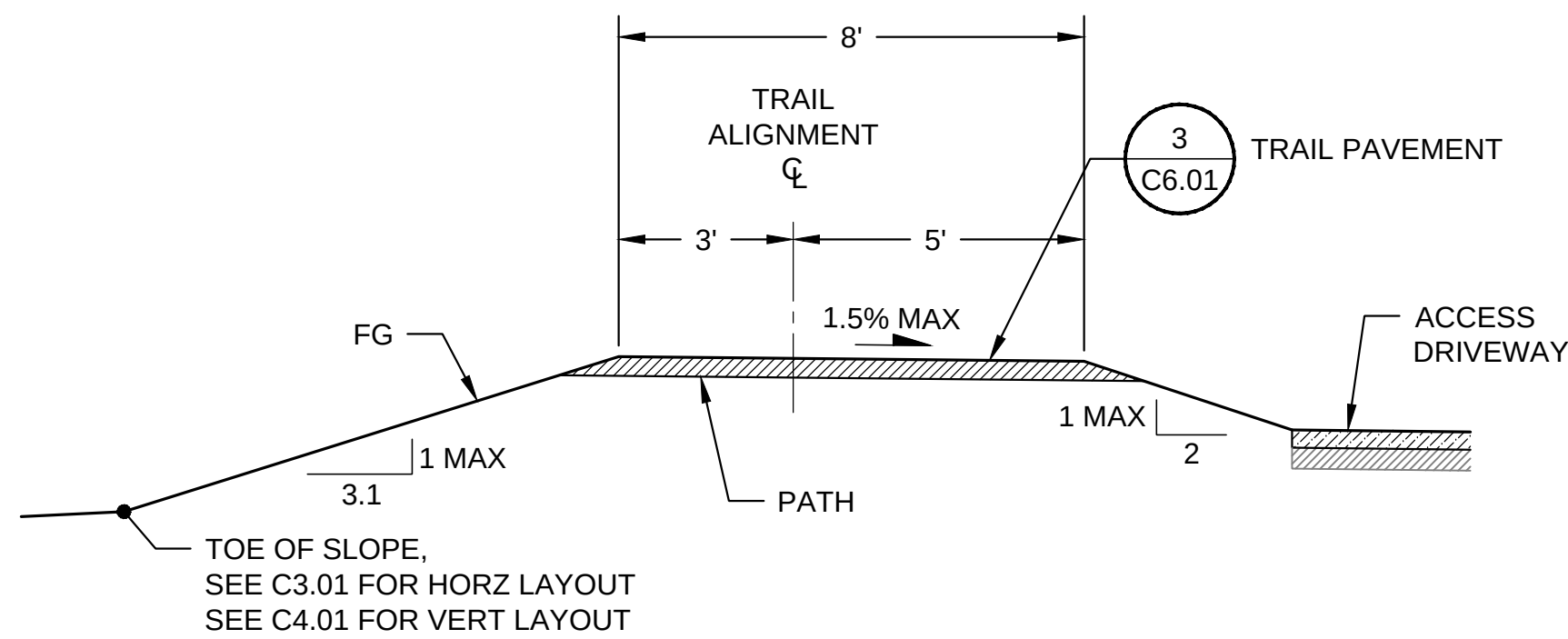
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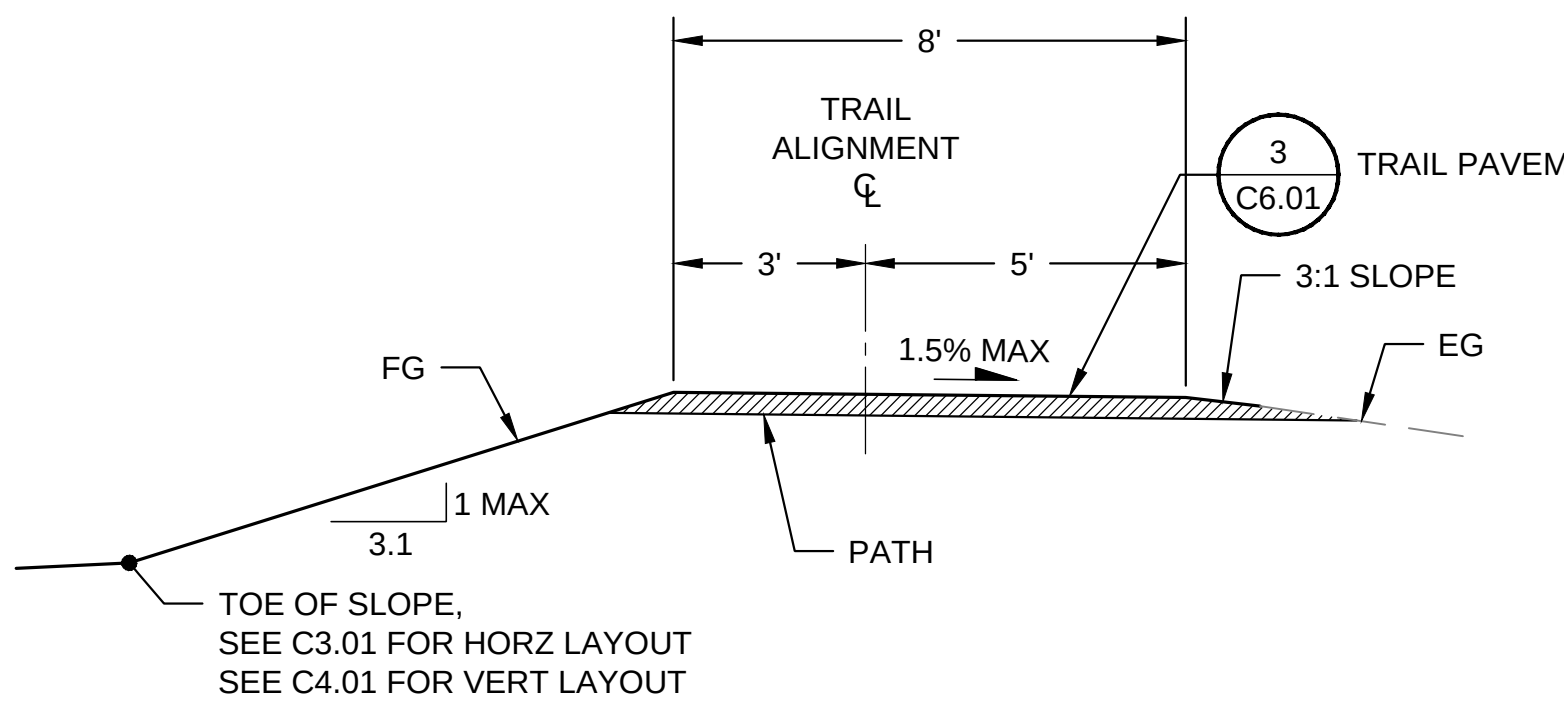
TRAIL PROFILE

HORIZ. SCALE: 1"=20'
VERT. SCALE: 1"=10'



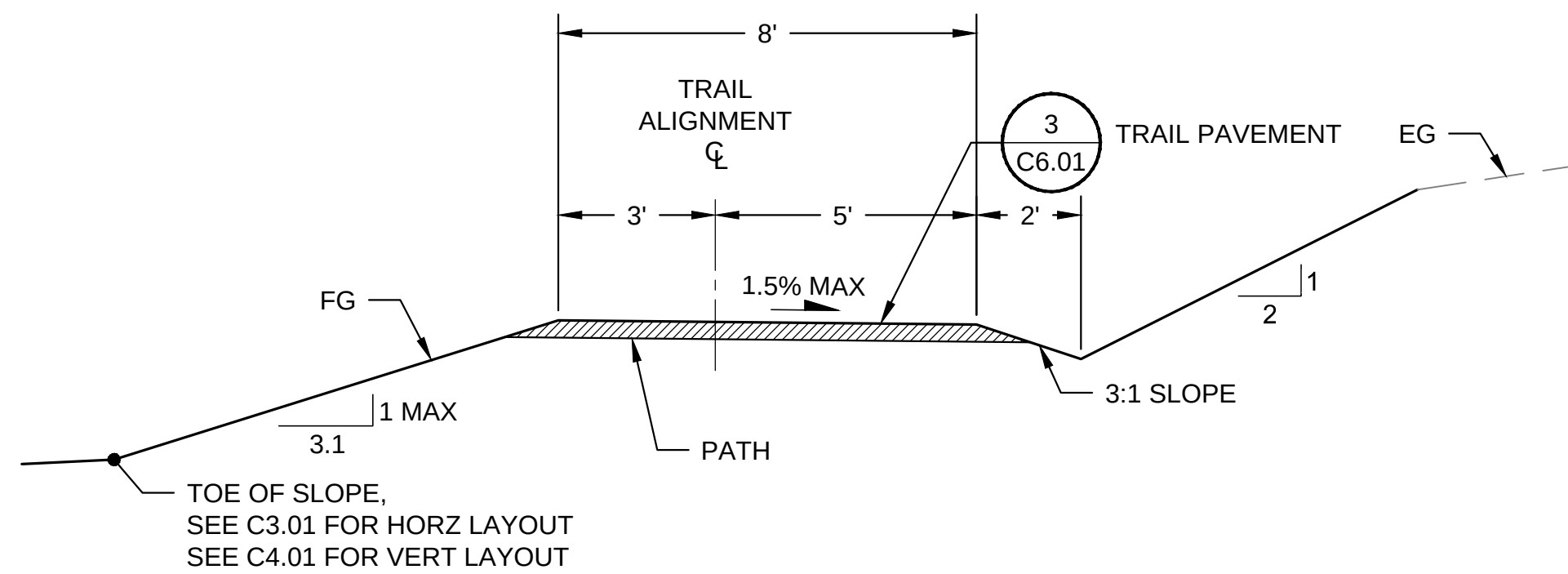
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STA 0+40 TO STA 1+15

SCALE: NTS



TYPICAL TRAIL SECTION 'B'
STA 1+61 TO STA 2+60

SCALE: NTS



TYPICAL TRAIL SECTION 'C'
STA 2+60 TO STA 5+60

SCALE: NTS

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Vert: NONE
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W.O. No.:
Date: SEPT 2023



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BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK



PROFILES AND SECTIONS

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Date: _____
Control Monument: _____
Field Bk/Pg: _____

Recorded Survey: Knap County Auditor
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Inspected By:
M. FONTAINE

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Date:
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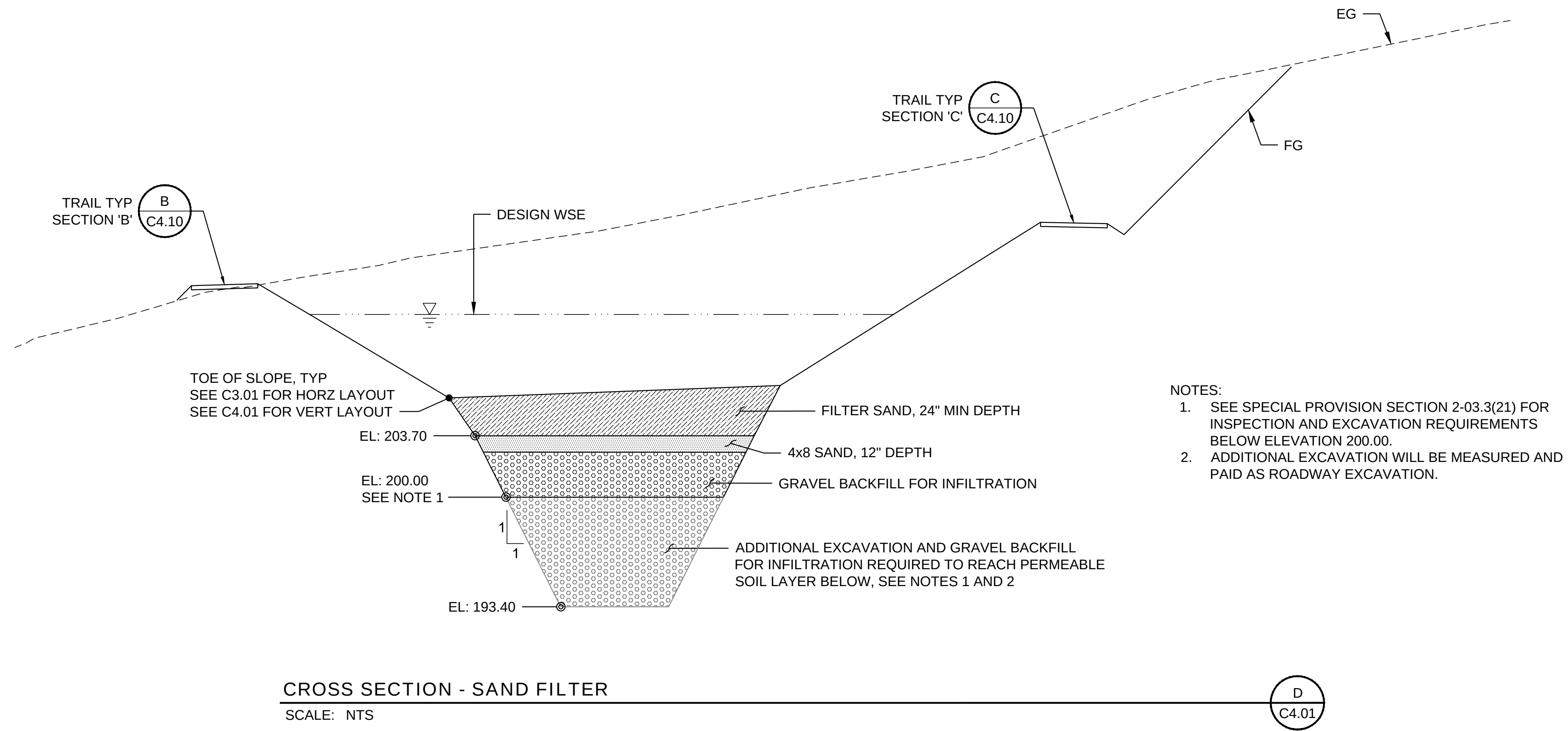
BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK

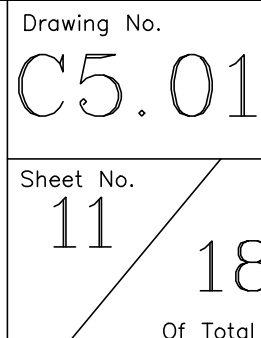
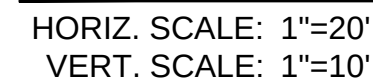
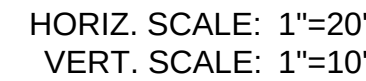


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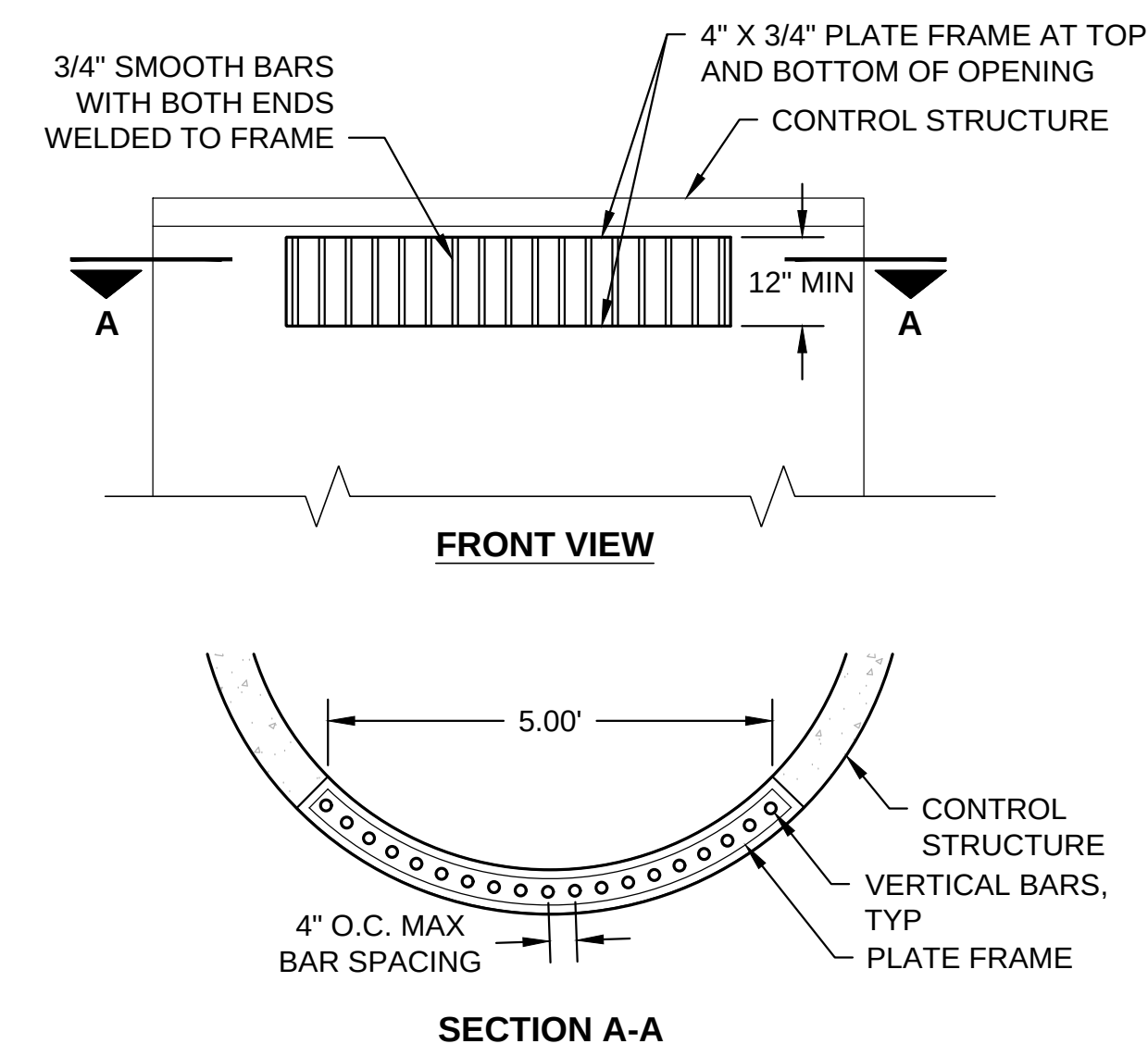
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Of Total







1. WIDTH = MAXIMUM WIDTH OF TRENCH. FOR PIPES 12" OR LESS IN DIAMETER, $W=30"$. FOR PIPES LARGER THAN 12" IN DIAMETER, $WIDTH=OD+16"$.
2. EXCAVATED MATERIAL IS KNOWN TO MEET THE REQUIREMENTS OF GRAVEL BORROW. TRENCH BACKFILL SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT.

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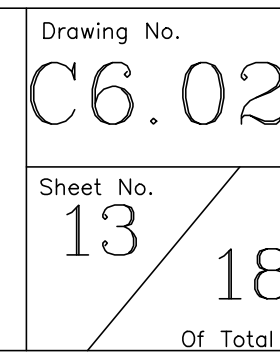


BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK



DETAILS 1

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Sheet No.	12 / 18
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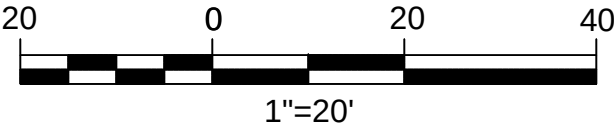


TREE SCHEDULE

DECIDUOUS TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	ACE CIR	2	Acer circinatum	Vine Maple	2 gal
	AME SER	1	Amelanchier alnifolia	Serviceberry	2 gal
	COR NUT	1	Cornus nuttallii	Pacific Dogwood	2 gal
	COR WES	1	Corylus cornuta	Western Hazelnut	2 gal
	FRA PUR	1	Frangula purshiana	Cascara Buckthorn	2 gal
	MAL PAC	1	Malus fusca	Oregon Crab Apple	2 gal
	PT	5	Populus tremuloides	Quaking Aspen	2 gal
	PRU EMA	1	Prunus emarginata	Bitter Cherry	2 gal
FRUIT TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
	CHA SPE	2	Chaenomeles speciosa	Flowering Quince	5 gal.
	CYD OBL	1	Cydonia oblonga	Edible Quince	5 gal.
	FIC CAR	1	Ficus carica	Common Fig	5 gal.
	PRU POS	1	Prunus cerasifera 'Hollywood'	Hollywood Purple-leaf Plum	5 gal.
	PYR ORS	1	Pyrus communis 'Orcas'	Orcas European Pear	5 gal.
	VIB LEN	1	Viburnum lentago	Nannyberry	5 gal.

PLANTING NOTES

- NON-NATIVE AND INVASIVE VEGETATION SHALL BE REMOVED PRIOR TO COMMENCING CONSTRUCTION. WEEDS SHALL BE REMOVED BY SELECTIVE CLEARING AND GRUBBING METHODS WITHIN THE SELECTIVE CLEARING AND GRUBBING AREAS. THE WORK SHALL BE MAINTAINED IN A WEED FREE CONDITION THROUGHOUT CONSTRUCTION UNTIL THE CLOSE OF THE CONTRACT.
- FINISH GRADING AND PLANTING AREA PREPARATION SHALL BE APPROVED BY ENGINEER PRIOR TO SEEDING AND PLANT INSTALLATION.
- LANDSCAPE ARCHITECT SHALL APPROVE PLANT BOUNDARIES AND SAMPLE LAYOUTS PRIOR TO PLANTING.
- PLANT SUBSTITUTIONS ARE SUBJECT TO APPROVAL BY LANDSCAPE ARCHITECT.
- PLANTS SHALL BE TAGGED OR MARKED FOR IDENTIFICATION WHEN DELIVERED. PLANTS SHALL BE ORGANIZED IN ROWS OF SAME SPECIES AND INSPECTED UPON EACH DAY OF DELIVERY. NURSERY TICKETS DOCUMENTING PLANT SPECIES, STOCK TYPES, AND QUANTITIES WILL BE PROVIDED TO LANDSCAPE ARCHITECT OR PROJECT REPRESENTATIVE EACH DAY OF DELIVERY.
- KEEP PLANTS SHADED UNTIL THE ACTUAL TIME OF PLANTING. DO NOT LET PLANT MATERIAL SIT OUT IN SUN OR DRY OUT BEFORE PLANTING.
- ALL PLANTS SHALL CONFORM TO THE STANDARDS OF THE CURRENT EDITION OF AMERICAN STANDARD FOR NURSERY STOCK AS APPROVED BY THE AMERICAN STANDARDS INSTITUTE (ANSI Z60.1-2014).
- ALL PLANT MATERIALS SHALL HAVE NORMAL, WELL-DEVELOPED BRANCHES AND VIGOROUS STEMS, AND BE FREE FROM PHYSICAL DEFECTS, PLANT DISEASES, AND INSECT PESTS.
- THE UPPER MEADOW AREA SHALL BE SEEDED WITH THE XERCES SOCIETY ALL NATIVE SEED MIX FOR DRY SITES IN WILLAMETTE VALLEY AND PUGET SOUND TROUGH.
- EROSION CONTROL AND WATER QUALITY SEED MIX WILL BE APPLIED TO EMERGENCY SPILLWAY AREA.
- THE UPLAND BUFFER AREAS ASSUMES 60 PERCENT INVASIVE AND WEEDY VEGETATION IS PRESENT. ALL INVASIVE AND WEEDY VEGETATION SHALL BE REMOVED BY HAND, CAREFUL TO PROTECT THE ROOTS OF EXISTING NATIVE CANOPY.
- ALL CONTAINERIZED PLANTS SHALL BE NURSERY CONTAINER GROWN FROM SEED A MINIMUM OF ONE YEAR. PLANT MATERIAL IS TO BE SUPPLIED BY COMMERCIAL NURSERIES THAT SPECIALIZE IN NATIVE PLANTS.
- ALL TREE AND SHRUB PLANTING SHALL HAVE A SETBACK MINIMUM OF 24 INCHES FROM ALL PATH EDGES. TREES SHALL HAVE A MINIMUM SETBACK OF 10 FEET FROM PIPES. ALL GROUND COVER AND EMERGENT PLANTING SHALL HAVE A SETBACK OF 18 INCHES FROM ALL PATH EDGES.
- PRIOR TO PLANTING, MOVE ARBORIST WOOD CHIP MULCH AWAY FROM PLANT EXCAVATION AREAS. EXCAVATE PLANTING HOLES. CAREFUL TO KEEP MULCH OUT OF SOIL BACKFILL MATERIAL. NO MULCH SHALL BE ALLOWED TO MIX WITH SOIL BACKFILL MATERIAL OR USED AS PLANTING BACKFILL. INSTALL PLANTS ACCORDING TO DETAILS. REPLACE ARBORIST WOOD CHIP MULCH LAYER, CAREFUL TO KEEP MULCH AWAY FROM BASE OF TRUNKS AND STEMS.
- THOROUGHLY WATER ALL PLANTED AREAS IMMEDIATELY AFTER PLANTING AND WATER FOR OPTIMUM HEALTH DURING DRY PERIODS DURING PLANT ESTABLISHMENT PERIOD.

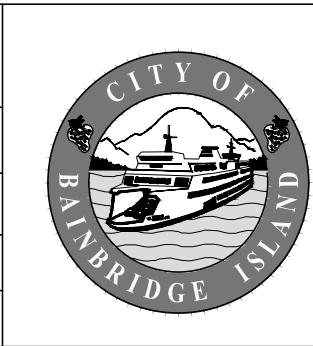


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Date: SEPT 2023



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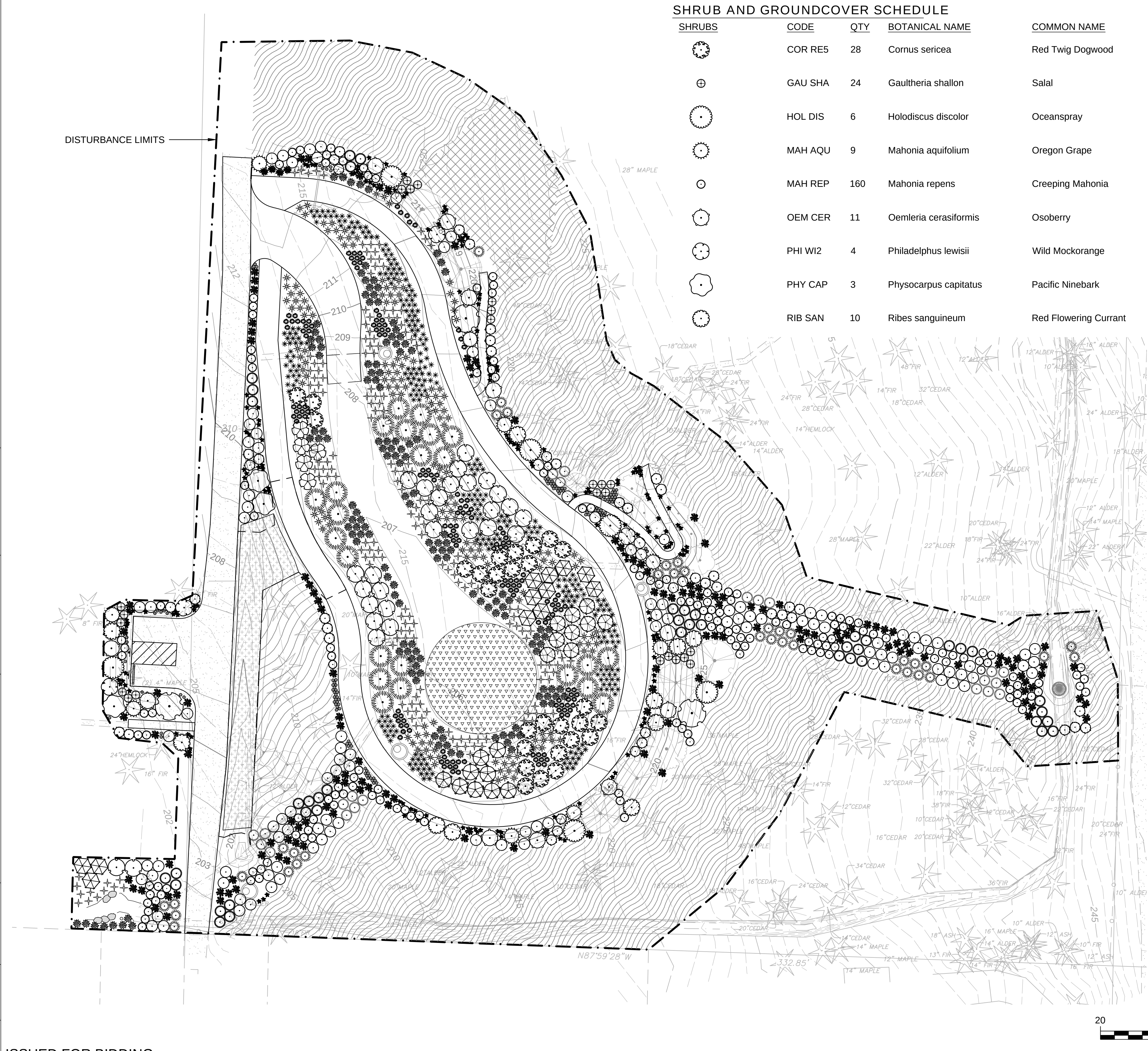
BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK

PLANTING PLAN 1
TREE PLAN

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Sheet No.
14 / 18
Of Total

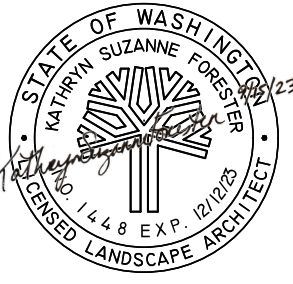
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FOREST STORMWATER PARK

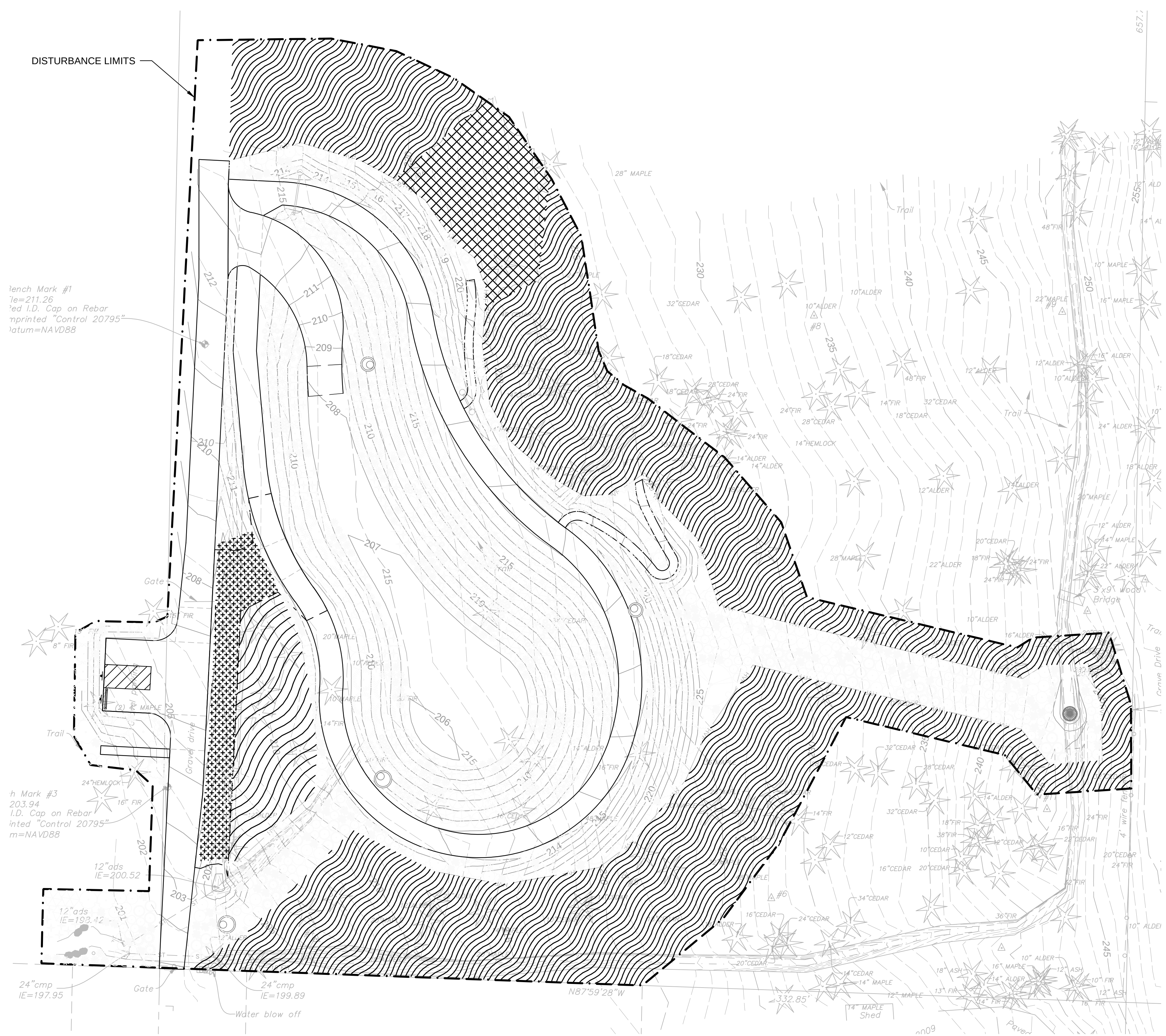


PLANTING PLAN 2
SHRUBS AND GROUNDCOVERS

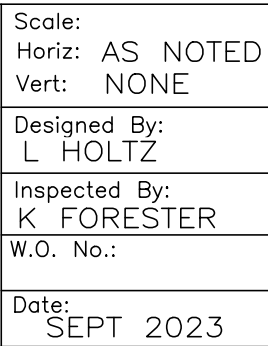
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BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK



Drawing No.
L1.03
 Sheet No.
16 / **18**
 Of Total

EROSION CONTROL AND WATER QUALITY SEED MIX - 1,201 SF Estimated PLS Pounds Per Acre - 15.87				
Scientific Name	Common Name	Target Seeds Per Square Foot	% of Species Composition Within Mix	Estimated PLS Pounds/Species
<i>Achillea millefolium</i>	Common yarrow	3	3%	0.06
<i>Elymus glaucus</i>	Blue wildrye	30	30%	14.71
<i>Festuca rubra var rubra</i>	Red fescue	25	25%	2.74
<i>Geum macrophyllum</i>	Large-leaved avens	2	2%	0.14
<i>Koeleria macrantha</i>	Prairie junegrass	20	20%	0.51
<i>Poa palustris</i>	Fowl bluegrass	20	20%	0.38

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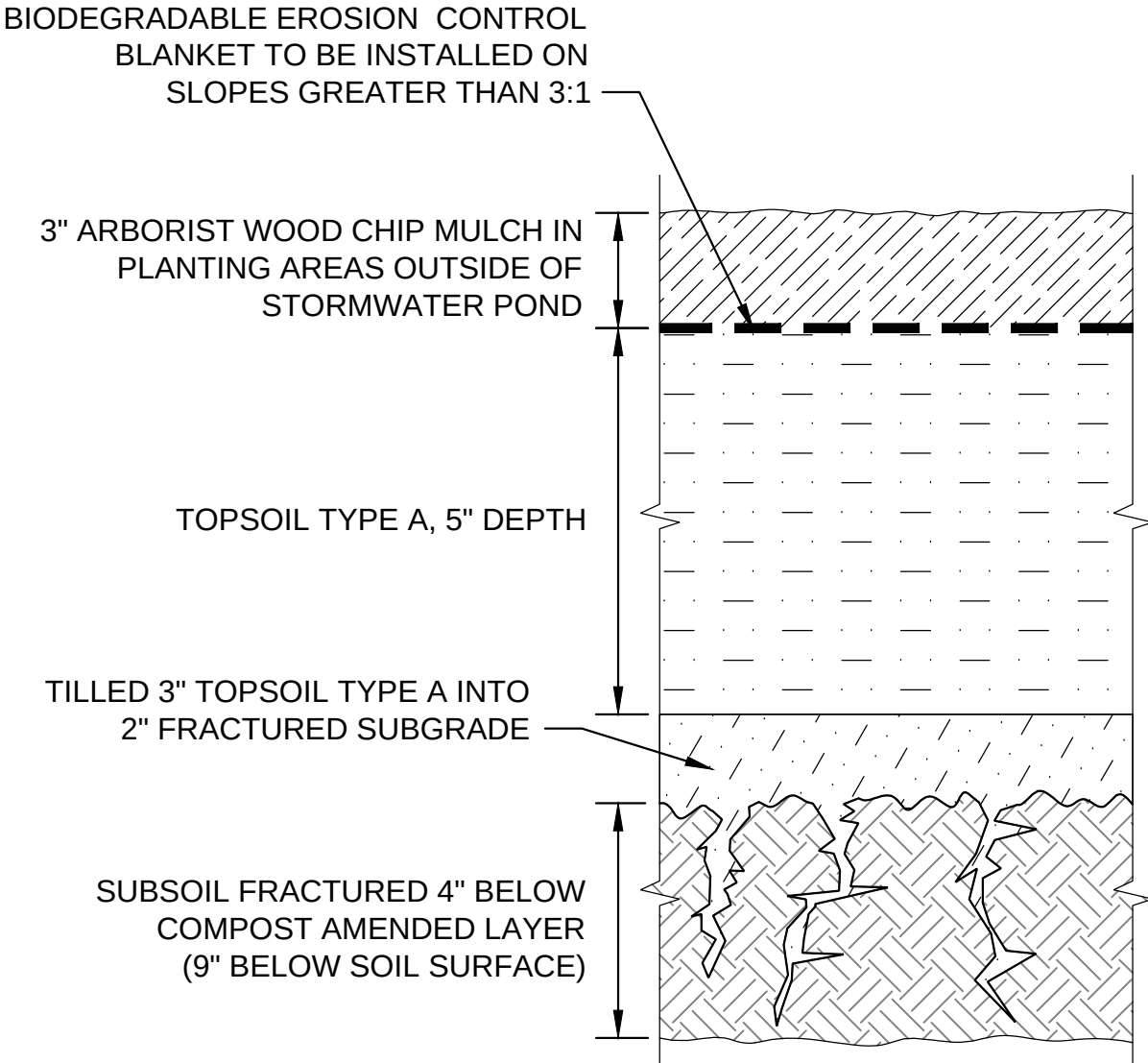
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Date: _____
Control Monument: _____
Field Bk/Pg: _____

Recorded Survey: _____
Kitsap County Auditor
AF- _____
Vo/Bk: _____ Page: _____

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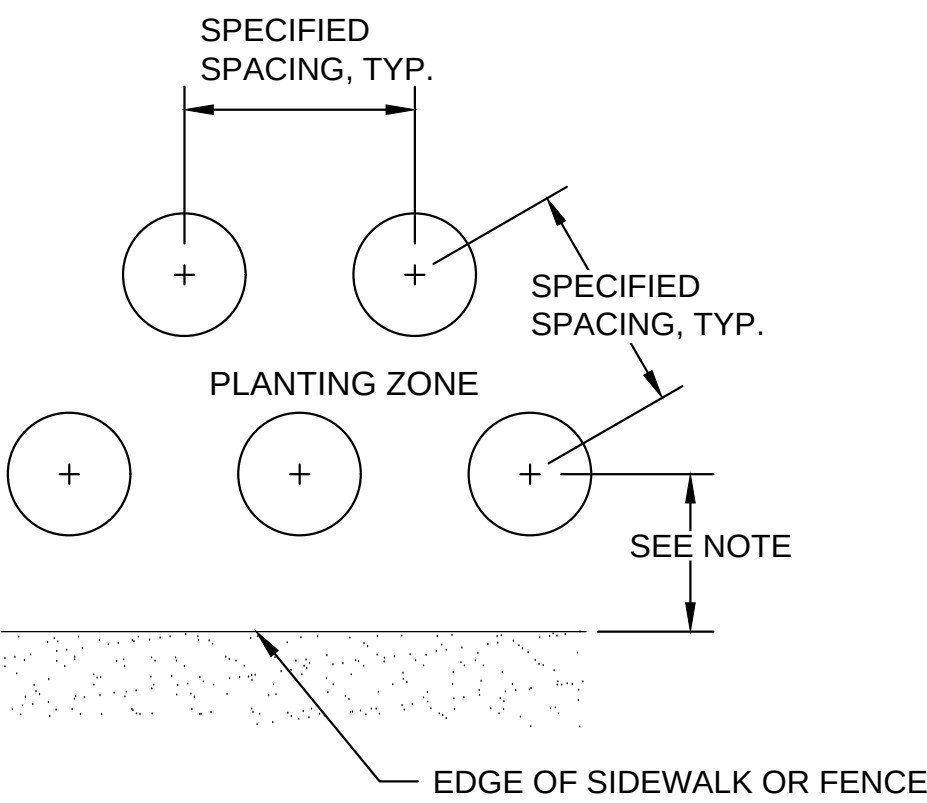
- NOTES:**
1. FRACTURE SUBGRADE TO A DEPTH OF 6 INCHES.
 2. PLACE 3 INCH LIFT OF TOPSOIL TYPE A OVER FRACTURED SUBGRADE AND TILL INTO TOP 2 INCHES OF SUBGRADE.
 3. PLACE 6 INCH LIFT OF TOPSOIL TYPE A OVER OVER TILLED TOPSOIL AND SUBGRADE LAYER. LIGHTLY COMPACT.
 4. PLACE REMAINING 3 INCHES OF TOPSOIL TYPE A.
 5. FOR SLOPES GREATER THAN 3:1, INCLUDE BIODEGRADABLE EROSION CONTROL BLANKET OVER TOPSOIL PRIOR TO PLACING ARBORIST WOOD CHIP MULCH.
 6. PLACE 3 INCHES ARBORIST WOOD CHIP MULCH OVER PLANTING AREAS.
 7. DO NOT PLACE ANY ARBORIST MULCH WITHIN THE LIMITS OF THE STORMWATER POND.

DETAIL - SOIL PREPARATION

SCALE: NTS

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NOTES:

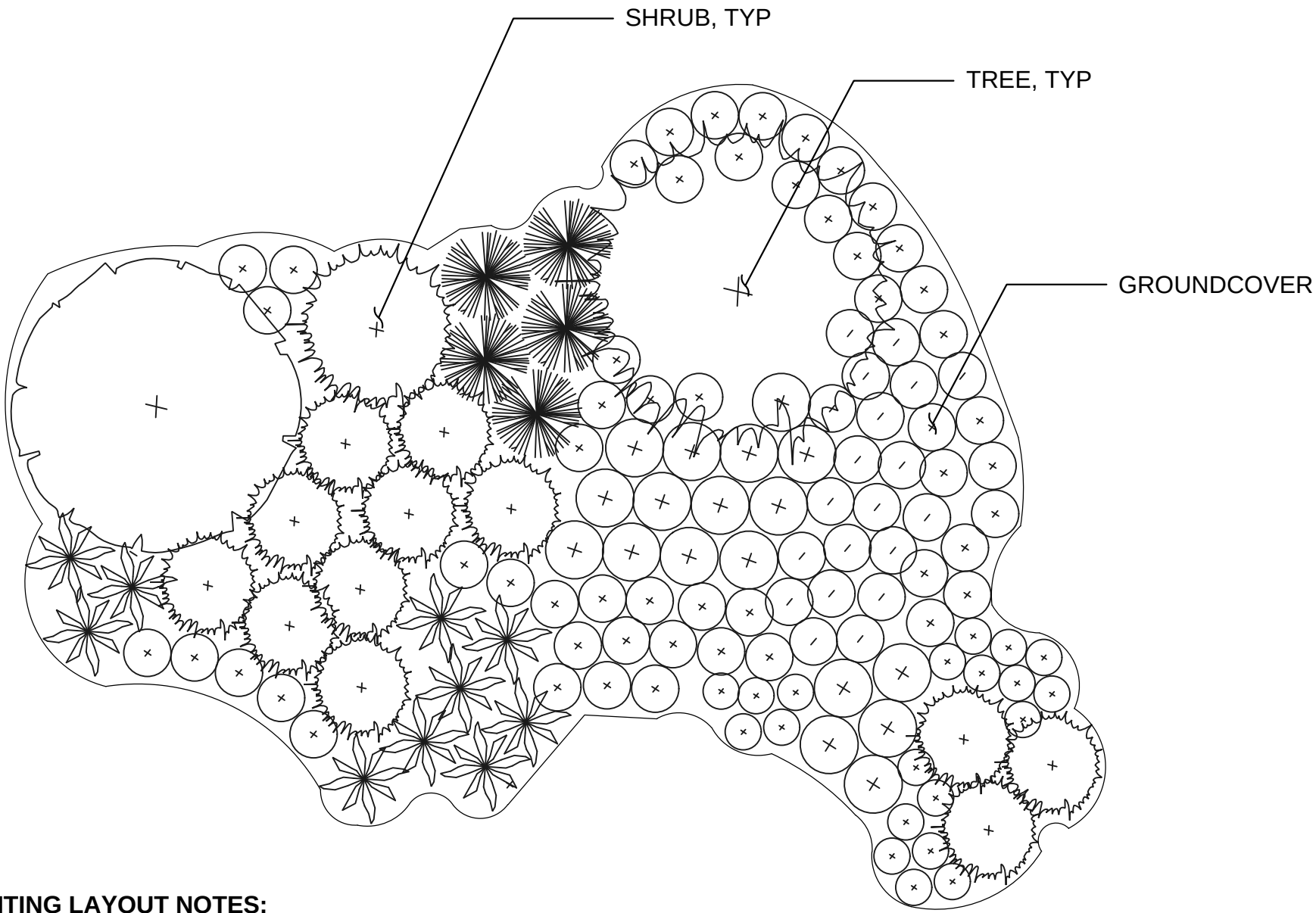
1. ALL TREE AND SHRUB PLANTING SHALL HAVE A SETBACK MINIMUM OF 24 INCHES FROM ALL PATH EDGES. TREES SHALL HAVE A MINIMUM SETBACK OF 10 FEET FROM PIPES.
2. PLANT GROUNDCOVERS AND EMERGENTS NO CLOSER THAN 18 INCHES FROM SIDEWALK AND INFRASTRUCTURE.

DETAIL - PLANT SPACING

SCALE: NTS

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PLANTING LAYOUT NOTES:

1. PLANT GROUNDCOVERS, SHRUBS, AND TREES AS SHOWN ON PLAN. GROUNDCOVERS AND SHRUBS SHALL BE IN CLUSTERS OF UNEVEN NUMBERS (E.G. THREE, FIVE, SEVEN, ETC.)
2. PLANTS SHALL BE ARRANGED SO THAT AS THEY MATURE, THEY GROW IN TO MASSINGS AND FULLY COVER THE SOIL SURFACE.
3. PROVIDE A 3" ARBORIST WOOD CHIP MULCH BLANKET IN ALL PLANTING AREAS OUTSIDE OF THE STORMWATER POND LIMITS.

DETAIL - PLANTING LAYOUT

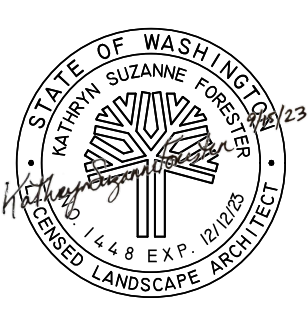
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W.O. No.:
Date:
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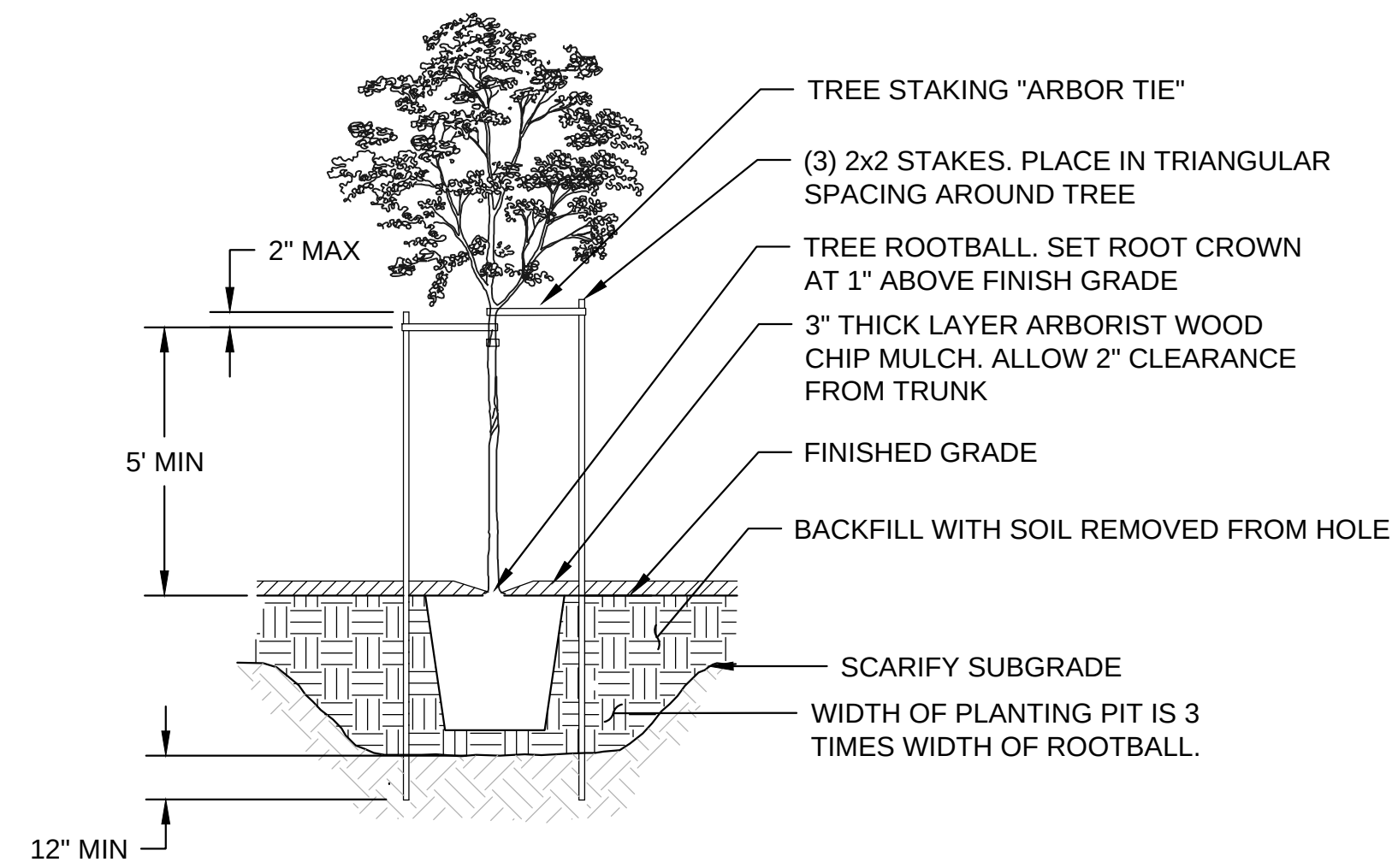
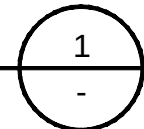
BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK

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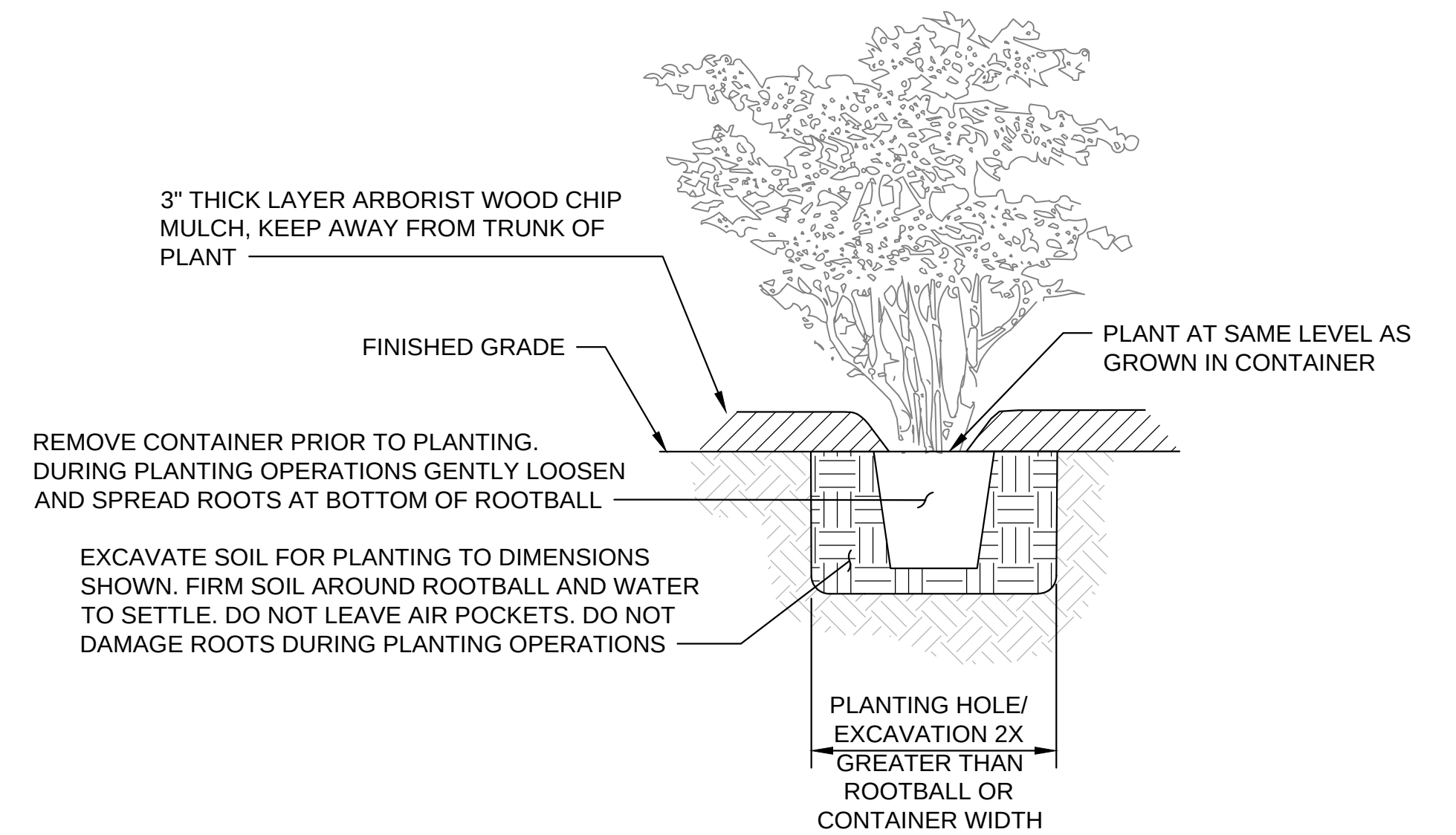
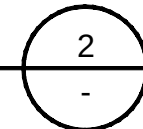
PLANTING DETAILS 1

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Of Total
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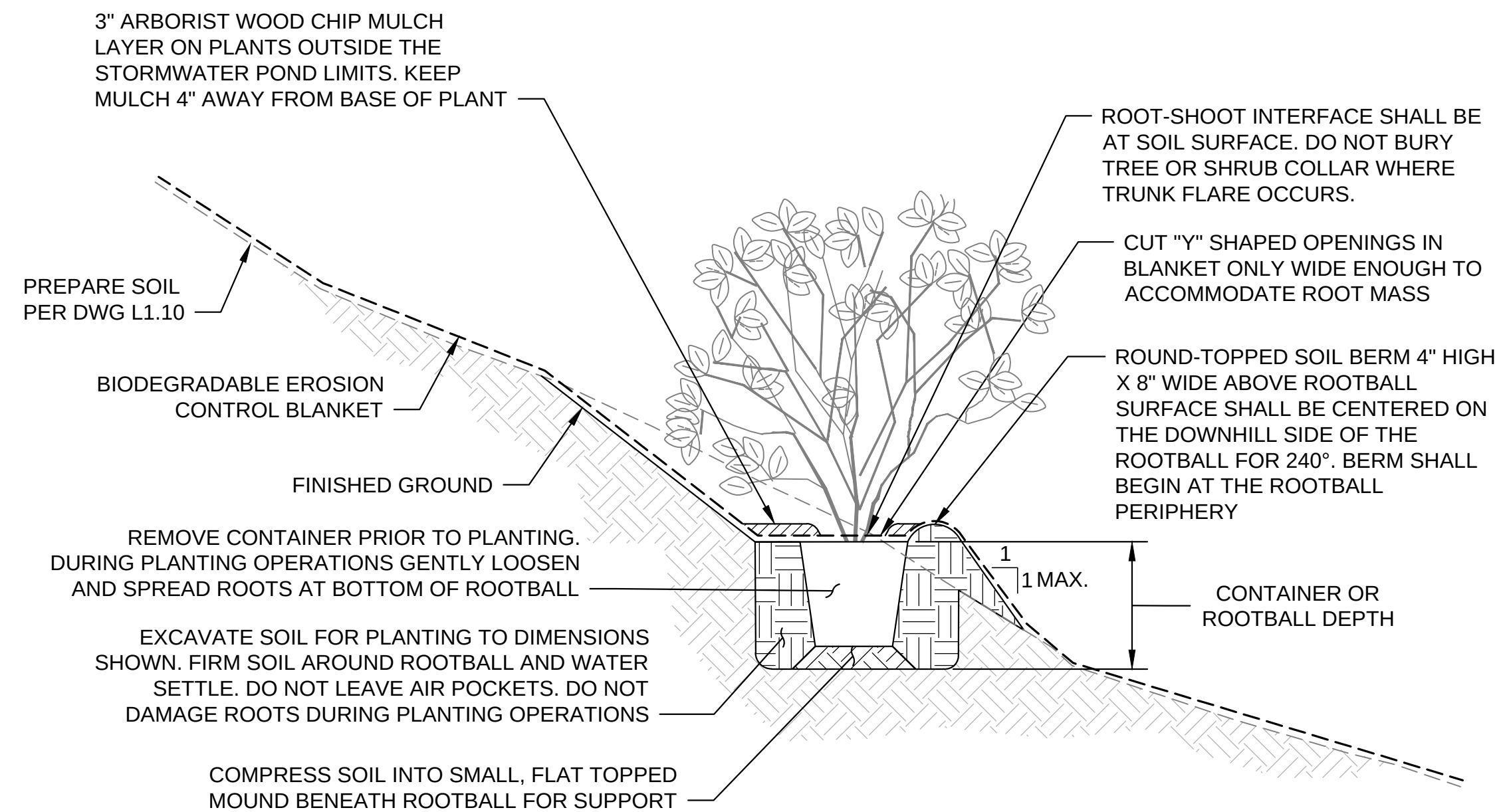
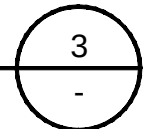
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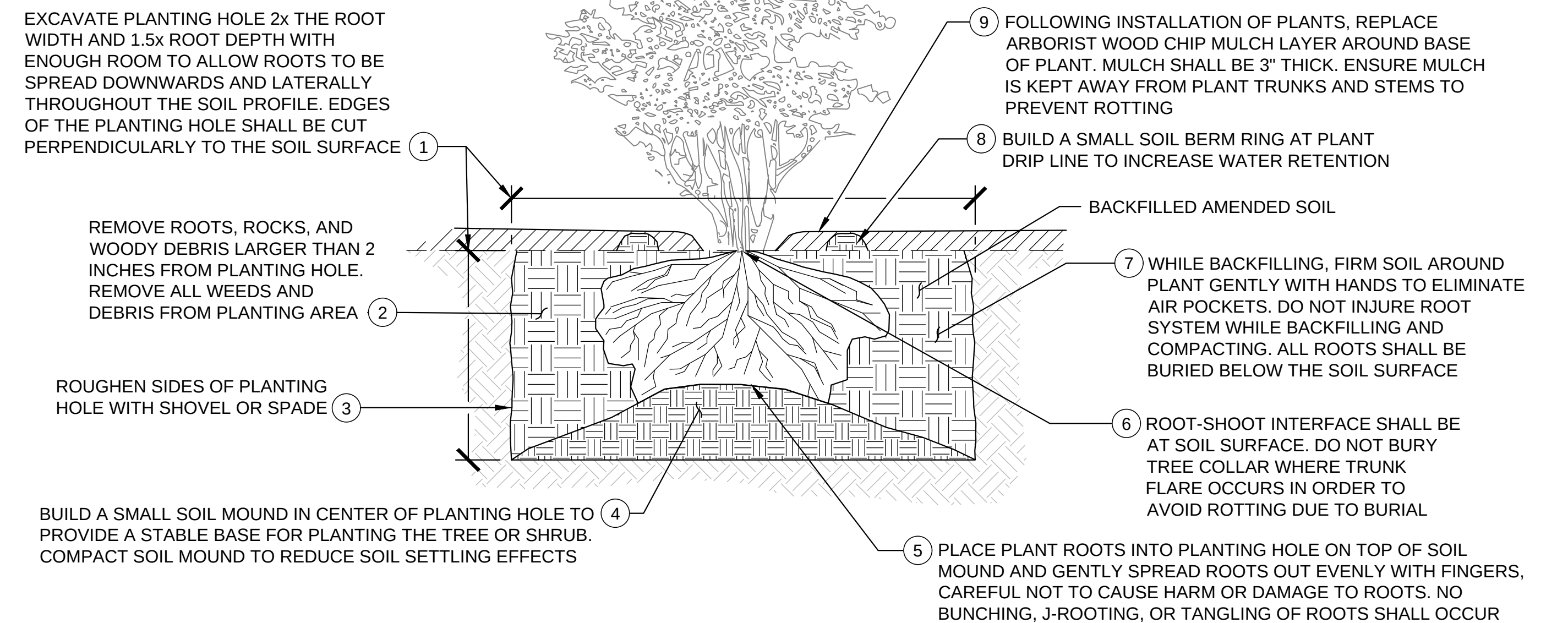
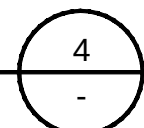
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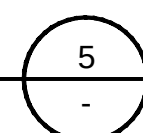
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BAINBRIDGE ISLAND NATIVE FOOD
FOREST STORMWATER PARK



PLANTING DETAILS 2

Drawing No. L1.11	Sheet No. 18
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CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Adopt Ordinance No. 2024-21 Prohibiting Crematoria in All Zoning Districts - Planning,

SUMMARY: At this time, the City does not have any zoning regulations specific to crematoria. The City has until October to consider and adopt crematoria-specific regulations per the adopted moratorium.

Staff collected and reviewed public comment, conducted preliminary research and carried out a review of potential options for locating, constructing and operating a crematorium on Bainbridge Island. Staff preliminarily analyzed three alternatives for addressing crematoria in the City's development regulations: prohibiting, allowing crematoria in Business/Industrial zones with additional use-specific standards, and regulating crematoria as Kitsap County does by allowing as a conditional use in the R-0.4, R-1, R-2 and commercial zones, with crematoria structures required to have a 200-foot setback from residentially zoned properties.

Staff analysis shows the Comprehensive Plan to be unsupportive of a crematorium being located in any zoning district in the City. Staff recommends prohibiting the siting, construction and operation of crematorium anywhere on Bainbridge Island. A properly noticed public hearing was held by the Planning Commission on August 22, 2024. After accepting public testimony, the Planning Commission unanimously recommended the City Council approve the draft ordinance as proposed by staff with one change to the definition of crematorium, which has been incorporated into the ordinance.

On September 10, 2024, the City Council considered the matter and voted to move the recommendation to adopt the Ordinance to the September 24 meeting for action.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: Adopt Ordinance No. 2024-21 prohibiting crematoria in all zoning districts.

COMMUNITY ENGAGEMENT AND OUTREACH: PREVIOUS PLANNING COMMISSION REVIEW
DATE(S): July 25, 2024, August 22, 2024 PREVIOUS COUCIL REVIEW DATE(S): April 23, 2024, May 28, 2024, June 25, 2024

FISCAL IMPACT:

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

BACKGROUND: The City Council adopted Ordinance No. 2024-11 on April 23, 2024, imposing a six-month moratorium on the acceptance and processing of development permit applications related to crematoria, and held a public hearing as required by law on May 28, 2024. On June 25, 2024, the City Council referred the topic to the Planning Commission.

A majority of public concern with the siting, construction and operation of a crematorium on Bainbridge Island has focused on potential human health impacts from crematorium air emissions during combustion. Other concerns included the reliance on propane and increased greenhouse gas emissions and to a lesser extent, the diminishment of property values due to becoming in proximity of a crematorium. Some public comment in support of the siting, construction and operation of a crematorium on Bainbridge Island stated that there was insufficient information on any potential negative air quality of human health impacts and a desire to have cremation services available on Bainbridge Island rather than using off-island cremation services elsewhere in Kitsap and King Counties.

Planning and Community Development staff spoke with the Puget Sound Clean Air Agency (PSCAA) regarding air quality permits and monitoring for crematoria. PSCAA has described their process to have crematoria operators apply for permits and to identify and monitor emissions. Staff were informed about the ongoing permit process that a funeral home in the City of Everett is currently going through to obtain a permit for a new crematorium. After several rounds of modeling and emissions estimating, the business is now undergoing a health impact assessment to determine the potential increase in lifetime cancer risk and other health effects for individuals exposed to higher levels of toxic air pollutants that would occur from operating a crematorium. After the review is complete, the Department of Ecology will report its findings and may recommend additional control conditions required for approval. Should a crematorium obtain approval and be constructed, it will be required to pass an emissions test. After this initial test, the facility will not be inspected for its emissions limits again unless a complaint is submitted to the PSCAA.

Staff cannot complete a full impacts analysis for all policy alternatives within currently available resources. The information thus far provided by PSCAA and other typical channels of land use research (such as the Municipal Research Service Center), is insufficient to properly quantify the anticipated impacts on nearby properties under the land use scenarios studied. Additional research would necessarily entail continuing to investigate and review written scientific research papers documenting human health and air quality measurements, assessing public health risk and reporting on best available mitigation controls and air quality monitoring and reporting techniques. Staff capacity to perform further research is severely limited by lack of in-house expertise in the fields of air quality and public health, other mandates and commitments that must be fulfilled, and budgetary constraints.

Staff analyzed the Comprehensive Plan and determined that more policies appear unsupportive of a crematorium than those that appear supportive. Examples of unsupportive policies include Policy EC-1.2 related to businesses that are compatible with community values and Goal EC-3, promoting business practices that protect the Island's natural beauty.

At this time, given the level of research already conducted, staff cannot fully quantify the impacts of Alternatives 2 and 3. Significant unidentified resources would be needed to thoroughly research the likely and anticipated impacts and associated concerns of these two alternatives. With respect to the information provided here and based on a limited level of supporting research including an analysis of the Comprehensive Plan, staff do not find a compelling reason to conditionally permit crematoria as a new use.

The Planning Commission discussed the topic at a study session on July 25, 2024, and moved to set a public hearing for August 22, 2024. At the public hearing, the Planning Commission accepted public comment, deliberated, and ultimately moved unanimously to forward a recommendation of approval of the draft ordinance to the City Council.

On September 10, 2024, the City Council considered the matter and voted to move the recommendation to adopt the Ordinance to the September 24 meeting for action.

ATTACHMENTS:

[Ordinance Defining and Prohibiting Crematoria 2024-21.docx](#)

[Crematorium Memo 07192024.docx](#)

FISCAL DETAILS: Not applicable

Fund Name(s):

Coding:

ORDINANCE NO. 2024-21

AN ORDINANCE of the City of Bainbridge Island, Washington, amending BIMC 18.36.010 and BIMC Table 18.09.020 to define and prohibit crematoria in all zoning districts of the City; and terminating the moratorium imposed by Ordinance NO. 2024-11.

WHEREAS, crematoria are not defined in Section 18.36.010 of the Bainbridge Island Municipal Code (“BIMC”) and are not listed among the land uses addressed in BIMC 18.09.020; and

WHEREAS, on April 23, 2024, the Bainbridge Island City Council adopted Ordinance No. 2024-11, imposing a moratorium on the acceptance and processing of applications for crematoria for a period of six months to allow the City to determine if the use was appropriate for location in the zoning districts of the City and, if so, in which districts and under which conditions; and

WHEREAS, on June 25, 2024, the City Council directed the City Manager to direct staff to prepare materials for the Bainbridge Island Planning Commission to consider whether the use should be permitted in Bainbridge Island and under what regulations; and

WHEREAS, on July 19, 2024, the City Planning Director and Planning Manager issued a staff report for the Planning Commission and City Council on three alternatives relating to crematoria; and

WHEREAS, the Planning Director and the Planning Manager recommended that crematoria be prohibited in all zoning districts of the City based upon the inconsistency of crematoria with policies in the City’s Comprehensive Plan and Climate Action Plan, and based upon the potential impacts of crematoria on neighborhood character, air quality, and public health; and

WHEREAS, the Planning Commission studied the issue of crematoria at its meeting of July 25, 2024 and set a public hearing for August 22, 2024 on the alternatives presented in the staff report prepared by the Planning Director and Planning Manager; and

WHEREAS, the City Planning Director, acting as the City’s SEPA Responsible Official, issued a Determination of Nonsignificance for the crematoria alternatives on August 6, 2024, and

WHEREAS, the public hearing was held before the Planning Commission on August 22, 2024, and, after closing the public hearing, the Planning Commission accepted the recommendation of the Planning Director and Planning Manager and recommended to the City Council that this ordinance be adopted with an amendment to the definition of crematorium; and

WHEREAS, pursuant to RCW 36.70A.106, the City notified the Washington State Department of Commerce on August 2, 2024, of the City’s intent to adopt the regulations set forth in this ordinance; and

WHEREAS, the City Council considered the Planning Commission’s recommendation at the Council’s meetings of September 10, 2024, and September 24, 2024, and determined to adopt the Commission’s recommendation; and

WHEREAS, Section 5 of Ordinance No. 2024-11 provides for the moratorium to be terminated upon adoption of permanent regulations relating to crematoria, such as those set forth in this ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON DOES ORDAIN AS FOLLOWS:

Section 1. Rationale. The following is adopted as the City’s rationale for enacting the regulations set forth in this ordinance:

There exists on Bainbridge Island significant documented public concern related to potential human health impacts from crematorium air emissions during combustion. Recent modeling from a proposed new moratorium in a nearby jurisdiction showed emissions estimates that exceeded acceptable standards. Additional testing will be required for that facility, and potentially additional controls required for approval; however, even if a crematorium can be permitted through that process, there is only one actual test that is required of the facility after construction. An emission test from a constructed facility may confirm that emissions are within the limits specified in the approved permits, but such a test is only conducted once. A crematorium would not be inspected for its emissions limits again unless a complaint is submitted. These regulations do not give strong assurance that the public concerns related to human health impacts are unwarranted.

Other concerns include the reliance on propane and increased greenhouse gas emissions. The Climate Action Plan’s goals and objectives focused on shifting business greenhouse gas emissions away from fossil-based fuels do not support permitting a crematorium given that they rely solely on propane. Adopted policies in the Comprehensive Plan’s Economic Element call for supporting businesses that are compatible with community values (Policy EC 1.2); adding a crematorium that relies solely propane for its operations would not be compatible with community values related to climate action. Allowing crematoria would not promote business practices that protect the Island’s natural beauty, as is called for in Goal EC-3. Allowing crematoria would not measurably add to the City meeting its employment target, growth of a more diverse workforce or add to local tax bases in any significant fashion (Goals EC-3, EC-7, EC-10). In terms of land use, there are no Comprehensive Plan goals or policies that indicate any zoning districts appropriate for such a use. Policy LU 4.10 identifies the Conservation Area as appropriate for residential, recreational, agricultural, habitat and open space uses, and Goal EC-15 calls for the Business/Industrial zones to provide space for job creating enterprises. There does not exist in the Comprehensive Plan or other adopted plans any

compelling reason to permit crematoria, nor any particular policy support in favor of allowing crematoria anywhere on Bainbridge Island.

Section 2. Crematorium Defined. The following definition is added to BIMC 18.36.010:

“Crematorium” means a building or buildings, or other establishments at which bodies of the dead are cremated.

Section 3. Crematoria Prohibited. The “Public and Institutional” Uses section of BIMC Table 18.09.020 is amended to prohibit crematoria in all zoning districts of the City and to read as set forth on Exhibit A to this ordinance.

Section 4. Termination of Moratorium. Upon the effective date of the permanent regulations set forth in this ordinance, the moratorium established by Ordinance No. 2024-11 is terminated.

Section 5. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 6. Effective Date. This ordinance shall take effect and be in full force five (5) days after its passage and publication as required by law.

PASSED by the City Council this ____ day of _____, 2024.

APPROVED by the Mayor this ____ day of _____, 2024.

Joe Deets, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Date: July 12, 2024
To: Planning Commission and City Council
From: HB Harper, Planning Manager and Patricia Charnas, Planning Director
Re: Crematoria

Background

The City Council adopted a six-month moratorium on the acceptance and processing of development permit applications related to crematoria on April 23, 2024. The City does not have any zoning regulations specific to crematoria.

The City's Planning and Community Development department was contacted in late 2023 and early 2024 by the current owners/operators of the Cook Family Funeral Home. The Cook Family Funeral Home offers cremation, burial and memorial services for its clients. Cremation is via transportation to an off-site crematory. The current owners of the Cook Family Funeral home requested information about the permitting process to construct and operate a crematorium originally on the site of the Hillcrest cemetery.

During the six-month moratorium, staff has been collecting and reviewing public comment, conducting preliminary research and carrying out an initial review of potential options for locating, constructing and operating a crematorium on Bainbridge Island.

Policy Considerations

Crematoria Policy Alternatives

Staff preliminarily analyzed crematoria locations and regulations in nearby jurisdictions, as well as three policy alternatives for possible locations and regulations within Bainbridge Island:

1. to prohibit crematoria throughout Bainbridge Island;
2. to allow crematoria in the Business/Industrial zone, and consider additional use-specific standards for protecting air quality, screening, and/or an additional setback of 100 feet from residentially zoned properties; or
3. to regulate crematoria in the same manner as Kitsap County by allowing as a conditional use in the R-0.4, R-1, R-2 and commercial zones, with crematoria structures required to have a 200-foot setback from residentially zoned properties.

Crematoria in Other Kitsap County Jurisdictions

Crematoria in nearby jurisdictions include:

- Stone Chapel Poulsbo Mortuary - 22272 Foss Rd Ne, Poulsbo, WA 98370
- Pendleton-Gilchrest Funeral Home, 1151 Mitchell Ave, Port Orchard, WA 98366

- Bradley-Kosec Funeral Home & Crematory 1615 Parkside Dr, Port Townsend, WA 98368

Stone Chapel Poulsbo Mortuary is located in unincorporated Kitsap County (not within Poulsbo city limits) and is zoned Rural Residential and abuts zoned Rural Residential and Rural Industrial. Kitsap County's zoning regulations for crematoria are described below. (There is also a pet crematory in the commercial Gorst area of unincorporated Kitsap County.)

The Pendleton-Gilchrest Funeral Home is zoned Residential 4 and abuts Commercial Mixed Use, Urban Medium Residential and Civic and Institutional areas. In Port Orchard, new crematoria are permitted in commercial, industrial, and civic institutional zones. Therefore, it is likely that this facility predates the zoning and is therefore legally nonconforming.

Bradley-Kosec Funeral Home & Crematory is zoned General Commercial and directly abuts lots zoned Existing Park or Open Space, Public/Infrastructure, and Residential II. In Port Townsend, new crematoria are permitted in Public/Infrastructure zones. Again, it appears likely that this facility predates the zoning and is therefore legally nonconforming.

Kitsap County Regulations: Title 17 Zoning

Definitions and Zoning in Title 17 Zoning

Kitsap County defines Funeral Home as follows: "a building or part thereof used for human funeral services. Such building may contain space and facilities for (1) embalming and the performance of other services used in the preparation of the dead for burial; (2) the performance of autopsies and related surgical procedures; (3) the storage of caskets, funeral urns, and other related funeral supplies; (4) storage of funeral vehicles; and **(5) facilities for cremation**" (emphasis added).

Funeral Homes are allowed as a conditional use in all residential zones. Funeral homes are allowed as an Administrative Conditional Use Permit (no hearing required) or Conditional use in most Commercial zones as well, except Business Park. Finally, funeral homes are a conditional use in most designated Limited Areas of More Intense Rural Development.

Use Specific Standards:

Kitsap County requires that funeral homes meet the following use-specific standards:

- Use shall have its principal access on a county roadway.
- Ingress and egress shall be designed to minimize traffic congestion.
- The use shall provide required off-street parking spaces.
- No mortuary or crematorium in conjunction with a cemetery is permitted within two hundred feet of a lot in a residential zone.

Preliminary Impacts Analysis

Public Comments Regarding Impacts

A majority of public concern with the siting, construction and operation of a crematorium on Bainbridge Island is focused on potential human health impacts from crematorium air emissions during combustion. Other concerns included the reliance on propane and increased greenhouse gas emissions and to a lesser extent, the diminishment of property values due to becoming in proximity of a crematorium. Public comments in favor of the siting, construction and operation of

a crematorium on Bainbridge Island stated that there was insufficient information on any potential negative air quality or human health impacts and a desire to have cremation services available on Bainbridge Island rather than using off-island cremation services elsewhere in Kitsap and King Counties.

Staff has conducted preliminary research into the air quality and human health impacts to address public concerns, as well as a policy analysis related to the Comprehensive Plan and Climate Action Plan.

Preliminary Research Regarding Impacts from Crematory Emissions

The Puget Sound Clean Air Agency (PSCAA) is a special-purpose, regional government agency chartered by Washington State in 1967. PSCAA oversees King, Pierce, Snohomish and Kitsap Counties. Among its work and responsibilities, PSCAA implements a compliance and permitting process for stationary sources of air pollution. PSCAA ensures compliance with ambient air quality standards through permitting, inspections and enforcement.

Planning and Community Development staff spoke with the Puget Sound Clean Air Agency (PSCAA) regarding air quality permits and monitoring for crematoria. PSCAA has described their process to have crematoria operators apply for permits and to identify and monitor emissions. The principal air quality emissions concerns are aerosolized mercury and mercury-containing compounds, some volatile organic compounds, and other emissions with chlorinated biphenyls and transitional metal (including zinc, lead, manganese and zinc) which can but are not always associated with emissions at a crematorium.

Staff were informed about the ongoing permit process that a funeral home in the City of Everett is currently going through to obtain a permit for a new crematorium. Upon submittal of the permit application, PSCAA used a database to identify emissions estimates for Best Available Control Technologies. These estimates showed that emissions from the proposed crematorium would exceed PSCAA acceptable limits for Chromium, Cadmium, Mercury (elemental), Hydrochloric Acid, and two other dioxins. PSCAA then required the funeral home to perform modeling related to established health-based acceptable source impact levels (ASIL). This showed that the levels for the dioxins, Mercury, and Chromium would still exceed acceptable levels. As a result, they required the business to undergo a health impact assessment.

The health impact assessment determines the potential increase in lifetime cancer risk and other health effects for individuals exposed to higher levels of toxic air pollutants that would occur from operating a crematorium. The cancer and health risks are then compared to the maximum allowable limits set by PSCAA. The health impact assessment must be completed by a consultant and submitted to the Department of Ecology. After the review is complete, the Department of Ecology will report its findings and may recommend additional control conditions required for approval.

Should a crematorium move forward in Everett and be constructed, the facility has 180 days to perform an emissions test. This test will confirm the emissions from the facility are within the limits specified in the approved permits. This limit test is conducted only once. If the crematorium passes the emissions test, it will not be inspected for its emissions limits again unless a complaint is submitted to the PSCAA.

The PSCAA informed staff that if a permit is submitted for a new crematorium on Bainbridge Island, they predict that at minimum the business will need to perform ASIL modeling for the six toxins mentioned above.

Although the high heat levels associated with crematoria typically evaporate most toxins, mercury emissions occur from dental amalgam fillings. The emissions of mercury are subject to a 24-hour rolling limit, and if an individual has a large number of dental fillings, it is possible to exceed this.

Limitations on Further Impacts Analysis

While the above information is useful, staff cannot complete a full impacts analysis for all policy alternatives at this level of research. The information thus far provided by PSCAA and other typical channels of land use research (such as the Municipal Research Service Center), is insufficient to properly quantify the anticipated impacts on nearby properties under the land use scenarios described in Alternatives 2 and 3. For instance, there may be a combination of a certain height (of the stack causing the emissions) with a certain distance of setback that could be documented as mitigating the impacts to human health. However, significant further research would be required to properly assess this. The additional research would of necessity entail continuing to investigate and review written scientific research papers documenting human health and air quality measurements, assessing public health risk and reporting on best available mitigation controls and air quality monitoring and reporting techniques.

Staff capacity to perform further research is severely limited by lack of in-house expertise in the fields of air quality and public health, other mandates and commitments that must be fulfilled, and budgetary constraints.

Comprehensive Plan Analysis Including Climate Action Plan Climate Action Plan

The City of Bainbridge Island adopted a Climate Action Plan in November 2020. The adopted Climate Action Plan has goals, objectives and monitoring actions that commit city resources to actively lower greenhouse gas emissions (GHG) as a major climate change mitigation action. Similarly, the CAP states a goal to shift existing business and industrial GHG emissions away from fossil-based fuels. Crematoria ovens rely solely on propane. Without specific validation, it has been reported that a crematorium consumes on average 28 gallons of propane per corpse. While propane combustion delivers a more limited breadth of greenhouse gas emissions than gasoline or diesel, and the transport of corpses off-island would involve some GHG emissions as well, propane combustion produces carbon dioxide, some carbon monoxide, and water vapor, all of which add to GHG emissions.

The 2016 Comprehensive Plan

Climate mitigation and other actions appear in the Vision, Guiding Principles and as policies in the Land Use, Economic, Environment and Transportation chapters of the Comprehensive Plan. These policies speak to the need for GHG reductions, mitigation, and community engagement, which would not be supportive of a crematorium.

Adopted policies also call for supporting businesses that are compatible with community values (Policy EC 1.2). Adding a crematorium that relies solely on substantial quantities of propane for

its operations would not be compatible with community values related to climate action. Allowing crematoria would not promote business practices that protect the Island's natural beauty (EC-3).

Regarding business development generally, it does not appear that allowing crematoria would measurably add to the City meeting its employment target, growth of a more diverse workforce or add to local tax bases in any significant fashion (Goals EC-3, EC-7, EC-10).

Related specifically to Alternative 2, the Comprehensive Plan calls for the Business/Industrial zones to provide space for job creating enterprises (Goal EC-15). Allowing a crematorium in these zones would reduce the space available for businesses that provide more jobs.

Related specifically to Alternative 3, Policy LU 4.10 identifies the Conservation Area as appropriate for residential, recreational, agricultural, habitat and open space uses. Allowing a crematorium in the residential zones identified as Conservation Area would not be consistent with this policy, nor the general descriptions of the Conservation Area that occur throughout the Comprehensive Plan.

Adopted policies potentially supportive of allowing crematoria on the island include Policy HS 1.4, related to increasing emergency preparedness and Policy HS 2.1 related to programs that meet the basic needs of survival including access to emergency health care. These policies do not specifically mention crematoria, burial practices, or end of life care, but could be related to the issues raised by proponents, depending on the scale and type of disaster or emergency.

Comprehensive Plan Update

While the 2016 Comprehensive Plan is currently undergoing a periodic review and may be updated, no changes are anticipated that would pertain to this topic in such a way as to indicate more favorability for crematoria on Bainbridge Island. No comments received during scoping indicate a community interest in changing direction on the commitments related to climate change and GHG reductions. Comments were received regarding protecting the Conservation Area. Therefore, the analysis of the 2016 Comprehensive Plan analysis can be relied upon even as that version of the plan is being updated for the periodic review.

Conclusions and Staff Recommendation

Staff preliminarily analyzed three policy alternatives regarding the siting, construction and operation of a crematorium on Bainbridge Island:

1. to prohibit crematoria throughout Bainbridge Island;
2. to allow crematoria in the Business/Industrial zone, and consider additional use-specific standards for protecting air quality, screening, and/or an additional setback of 100 feet from residentially zoned properties;
3. to regulate crematoria in the same manner as Kitsap County by allowing as a conditional use in the R-0.4, R-1, R-2 and commercial zones, with crematoria structures required to have a 200-foot setback from residentially zoned properties.

A suitable staff recommendation for Planning Commission and ultimately City Council must be defensible and thoroughly researched. At this time, given the level of research already conducted, staff cannot fully quantify the impacts of Alternatives 2 and 3. Significant unidentified resources would be needed to thoroughly research the likely and anticipated impacts and

associated concerns of these two alternatives. With respect to the information provided here and based on a limited level of supporting research including an analysis of the Comprehensive Plan, staff do not find a compelling reason to conditionally permit crematoria as a new use.

It should be noted that extending the moratorium would not change the level of additional investigation and research that may still remain at an uncertain or unsatisfactory level and would not change the level or amount of staff resources available to devote time during an extended moratorium. Pre-existing commitments and mandates obligate existing staff resources well into and past 2025. The issues surrounding acceptable risk, the necessary research and reassurances that any staff proposal must attend to will not be resolved within the time of the existing moratorium nor within a moratorium extension.

Staff recommends prohibiting the siting, construction and operation of crematorium anywhere on Bainbridge Island.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Adopt Ordinance No. 2024-04 Relating to Utility Regulations - Planning,

SUMMARY: Puget Sound Energy (PSE) applied for a Legislative Review of Land Use Regulations in support of their broad work plan to upgrade electrical transmission and distribution lines to better provide service to the residents of the City of Bainbridge Island. The application included a request for review of multiple sections of code that have presented permitting challenges for PSE projects, and included applicant-provided materials documenting these challenges as well as proposed code amendment language. The changes were to sections of code related to (1) who can apply for permits/owner authorization for permit application, (2) aquifer recharge protection area designation requirements, (3) prohibition on primary utilities in Category II wetlands, (4) permitted height modifications for new and replaced utility poles, and (5) permitted setback modifications to allow utility poles in residential setbacks. After six individual study sessions with the Planning Commission, a draft ordinance with recommended code language addressing items (2) through (5) of PSE's requests, with significant input from the Planning Commission was considered.

The Planning Commission held a properly noticed public hearing on August 22, 2024 where the proposed ordinance was presented and where PSE brought forward an additional proposed amendment to Bainbridge Island Municipal Code (BIMC) 2.16.020 regarding property owner permission and authorization for PSE to conduct work (related to item (1) above). Staff did not analyze this late submission by PSE. After consideration of the PSE submittal regarding property owner authorizations, and after consideration of public written and verbal testimony, the Planning Commission recommended approval of the ordinance as proposed with one amendment related to the definition of "upgrade." Planning Commission concurred with the recommendation of no change to item (1) related to who can apply for permits/owner authorization.

Council considered the ordinance at the September 10, 2024 business meeting and forwarded it to the September 24, 2024 Consent Agenda.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: Adopt Ordinance No. 2024-04 relating to Utility Regulations to amend Bainbridge Island Municipal Code (BIMC) Sections 16.20, 18.09, and 18.12.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: Puget Sound Energy (PSE) applied for legislative review of land use regulations in 2023, and revised the application in 2024. The Planning Commission first considered the request for code amendments in February, 2024. Over the next six meetings over six months, the Planning Commission reviewed and provided feedback on amendments to all components of the request including special considerations for linear electrical utilities and aquifer recharge protection area designation requirements, standards for regulated wetlands, zoning setbacks and height requirements, and who can apply for permits (property owner authorizations).

A draft ordinance in response to the feedback from the Planning Commission and responsive to the issues raised by PSE was prepared. The Planning Commission recommends City Council adoption of the ordinance with one small amendment regarding the definition of the word "upgrade."

Council considered the ordinance at the September 10, 2024 business meeting and forwarded it to the September 24, 2024 Consent Agenda.

ATTACHMENTS:

[Ordinance No. 2024-04 Utility Regulations](#)

[Ordinance No. 2024-04 Exhibit A.docx](#)

[Ordinance No. 2024-04 Exhibit B.docx](#)

[Ordinance No. 2024-04 Exhibit C.docx](#)

[Staff Report Ordinance No. 2024-04.pdf](#)

[PSE Submittal Bainbridge Code Amendment Analysis.pdf](#)

[PSE Submittal Bainbridge Island Code Amendment Best Available Science Review.pdf](#)

[PSE Submittal Code Amendment Narrative 3.21.24.pdf](#)

[PSE CouncilPresentation 09102024.pptx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2024-04

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to requirements for primary utility development permits, amending BIMC Section 16.20.100.E.1, Section 16.20.050, Section 16.20.140.G.2, Section 16.20.140.H.5, Section 16.20.190, Section 18.09.030.F.2, Table 18.12.020-2, Table 18.12.020-3, and Table 18.12.040.

WHEREAS, Goal U-14 of the Utility Element of the City's Comprehensive Plan includes a commitment to plan together with the electric service provider to undertake energy efficiency improvements and other alterations to provide capacity for future growth and encourages the electric service provider to improve reliability, with particular attention to adding transmission redundancy and mitigating impacts on service from storms or other natural events; and

WHEREAS, Puget Sound Energy (PSE) has requested several amendments to Bainbridge Island's Municipal Code in order to continue to maintain, upgrade, and install new electric infrastructure that supports reliability and capacity needs for the City of Bainbridge Island; and

WHEREAS, primary utilities are defined in the City's municipal code to include both parcel-based facilities such as electrical substations as well as linear facilities such as electrical distribution or transmission lines that may involve many parcels; and

WHEREAS, in accordance with BIMC.2.16.180, Puget Sound Energy applied for a request to amend the Bainbridge Island municipal code in April 20, 2022;

WHEREAS, City planning staff and PSE engaged in collaborative discussion of the scope of the request; and

WHEREAS, an updated application for legislative review of land use regulations was submitted by Puget Sound Energy on February 6, 2024; and

WHEREAS, the Planning Commission considered the Puget Sound Energy application and draft Ordinance No. 2024-04 on February 22, 2024, March 14, 2024, March 28, 2024, April 25, 2024, May 23, 2024, June 27, 2024, August 23, 2024; and

WHEREAS, after timely and proper notice the Planning Commission held a public hearing on Ordinance No. 2024-04 on August 23, 2024; and

WHEREAS, the Planning Commission moved to recommend approval related to amendments to the BIMC code sections 16.20.100.E.1, 16.20.050, 16.20.140.G.2, 16.20.140.H.5, 16.20.190, and 18.09.030.F.2 and tables 18.12.020-2, 18.12.020-3 and 18.12.040 to the City Council; and

WHEREAS, notice was given on July 3, 2024, to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106; and

WHEREAS, on July 3, 2024, the City’s SEPA Responsible Official issued a Determination of Nonsignificance in accordance with State Environmental Policy Act regulations (WAC 197-11-340(2)); and

WHEREAS, on September 10, 2024 the City Council discussed the Planning Commission recommendation on Ordinance No. 2024-04.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Section 16.20.100.E.1 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

1. Any proposed development or activity requiring a site assessment review (SAR) pursuant to Chapters 15.19 and 15.20 BIMC located within the R-0.4, R-1 or R-2 zoning designations requires designation of an ARPA; except, designation of an ARPA is not required for the following:

- a. Removal of invasive species;
- b. Construction of public trails provided the standards set forth in BIMC 16.20.110.G.5.a through e are met;
- c. Replacement of hard surfaces; and
- d. Development and activities located on properties protected in perpetuity by a legal instrument acceptable to the city attorney wherein at least 65 percent of the site meets the development standards for aquifer recharge protection areas of this section; and
- e. Activities related to the installation, upgrade, and maintenance of primary utility facilities, when located on property not owned in fee by the utility, provided the applicant submits a vegetation restoration plan for approval by the City Arborist unless the vegetation management and mitigation provisions within BIMC 16.12 and/or BIMC 16.20 provide greater net functions and values within the shoreline or for a critical area. A proposed vegetation restoration plan shall include:
 - i. Tree inventory showing all trees to be removed within the project area including location, number, and size of proposed trees to be

removed. Size shall be provided in both diameter at breast height (DBH) in inches and estimated canopy square footage.

ii. A minimum of the following ratios for each tree removed: 2:1 for trees removed that are up to 24 inches at diameter breast height (DBH), 3:1 for trees between 25 inches and 47 inches DBH, and 4:1 for trees 48 inches DBH and larger, or demonstrate equal canopy coverage replacement within 30 years. Replacement trees may be planted at a nearby location. Additional tree planting may be required based on site specific conditions, to the satisfaction of the City Arborist.

iii. Shrubs and other vegetation may be substituted for trees in locations where trees are infeasible or inappropriate due to compatibility with utility use, pending review and approval by the City Arborist.

iv. Replacement vegetation shall demonstrate an emphasis on the use of native and/or climate resilient species.

Section 2. Section 16.20.050 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

A. Existing Structures and Related Improvements. Structures and related improvements that were legally built or vested prior to the effective date of the ordinance codified in this chapter that do not meet the requirements of this chapter may continue to exist in their present form, and may be altered, including remodeled, reconstructed, or expanded, if such alteration complies with the provisions of this section and all other applicable sections of this chapter.

B. Existing buildings that were legally built or vested prior to the effective date of the ordinance codified in this chapter may be altered only one time within the lifetime of the structure, and:

1. The expansion of the footprint is outside a landslide hazard area or landslide hazard area setback unless required for safety or seismic upgrades;
2. Any expansion of the footprint is located only within a critical area buffer. No expansion of the footprint is allowed within a wetland or fish and wildlife habitat conservation area;
3. Any expansion of the footprint within a critical aquifer recharge area is located outside the aquifer recharge protection area pursuant to BIMC 16.20.100.E.
4. Cantilevers over critical areas are not allowed;

5. The expansion of the footprint at ground level does not exceed 500 square feet;
6. Any expansion of the footprint is used only as indoor living space or to accommodate accessibility;
7. Any expansion of the footprint is no closer to the critical area than the existing footprint; and
8. If a building is harmed or destroyed by more than 50 percent of its square footage, the building must be reconstructed in compliance with the requirements of this chapter.

C. Existing property improvements other than buildings, including driveways, parking areas, yards and landscaped areas, play areas, storage areas, decks less than five feet in height, patios, and similar improvements that were legally established or vested prior to the effective date of the ordinance codified in this chapter may be altered if:

1. Any alteration is in substantially the same location as the original property improvement;
2. Any expansion of the footprint is located only within the required buffer. No expansion of the footprint is allowed within the critical area itself and cantilevers over critical areas are not allowed;
3. Any expansion of the footprint is no closer to the critical area than the existing footprint; and
4. Any expansion of the footprint within a critical aquifer recharge area is located outside the aquifer recharge protection area pursuant to BIMC 16.20.100.E.

D. Existing electric transmission and distribution lines that traverse or are directly located in wetlands, may be altered, maintained and upgraded in ways that do not meet the precise terms of an exempt activity in BIMC 16.20.040 if:

1. The applicant demonstrates that the proposed alterations, maintenance or upgrades provide the least impact to regulated wetlands necessary in order to provide utility services to the public;
2. The alteration, maintenance or upgrade is the minimum necessary and there is no practicable alternative location or construction activity with less adverse impact on the functions and values of the critical area;
3. Replaced poles shall not be moved more than 20 feet from the original location. New poles added as part of an upgrade must be installed within a 20 foot distance of the existing distribution and/or transmission line infrastructure.

a. If the applicant can demonstrate a lower overall impact to the wetland, new or replaced poles may be located farther than 20 feet from existing infrastructure with a minor conditional use permit.

4. Proposed vegetation removal is unavoidable and is demonstrated to be a present or future danger to the transmission or distribution lines. Vegetation removal shall follow the procedure under BIMC 16.20.090.C. Any area of disturbance shall be revegetated with appropriate native vegetation at not less than preconstruction functions and values or greater, upon completion of construction or within a timeframe proposed to and approved by the Director. The Director retains the right to require additional mitigation if the proposed revegetation does not sufficiently protect the functions and values of the wetland and its buffer. The utility shall ensure that such vegetation survives or is replanted if the replanting fail within a minimum of five years;

5. The alteration, maintenance or upgrade does not pose an unreasonable threat to the public health, safety, or welfare on or off the development proposal site; and

6. The alteration, maintenance or upgrade avoids and minimizes the impact on critical areas in accordance with required mitigation sequencing under BIMC 16.20.030 and demonstrates no net loss as defined in BIMC 16.20.190.A.59, and is consistent with best available science.

7. The Director may require additional mitigation measures if they are deemed necessary in accordance with the required mitigation sequencing described in BIMC 16.20.030.

~~D.~~ E. Buffer modifications pursuant to BIMC 16.20.110 and 16.20.140 shall not be granted for existing development.

~~E.~~ F. Alterations permitted by this section must comply with other applicable city code or land use review requirements and require submittal of a critical areas permit application in accordance with the permit and review procedures required for the affected critical area(s). (Ord. 2018-01 § 2 (Exh. A), 2018)

Section 3. Section 16.20.140.G.2 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

2. The following development, uses and activities are prohibited in Category I and II wetlands:

- a. Fish hatchery;
- b. Golf course;
- c. Mineral extraction;
- d. Public facility;
- e. Public communications tower;

- f. New public road/street;
- g. New private access road or driveway;
- h. Stormwater retention/detention facility; or
- i. Primary utility. Exceptions for electric transmission and distribution lines may apply under BIMC 16.20.050.D for existing development or under BIMC 16.20.140.H.5 for new development.

Section 4. Section 16.20.140.H.5 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

5. Utilities. Installation of utilities within wetlands or their required buffers may be allowed when the following standards are met:

- a. Construction of new utilities outside the road right-of-way or an existing utility corridor may be permitted in wetlands or wetland buffers, only when no reasonable alternative location is available and the utility meets the requirements for installation, replacement of vegetation and maintenance outlined below, and as required in the filing and approval of applicable permits and special reports required by this chapter.
- b. Sewer or On-Site Sewage Utility. Construction of sewer lines or on-site sewage systems may be permitted in wetland buffers only when:
 - i. The applicant demonstrates it is necessary to meet state and/or local health code minimum design standards (not requiring a variance for either horizontal setback or vertical separation); and/or
 - ii. There are no other practicable or reasonable alternatives available and construction meets all other applicable requirements of this section. Joint use of the sewer utility corridor by other utilities may be allowed.
- c. New utilities shall not be allowed when the wetland or buffer has known locations of federal- or state-listed endangered, threatened, monitored or sensitive species, heron rookeries or nesting sites of raptors which are listed as species of concern, except in those circumstances where an approved habitat management plan indicates that the utility corridor will not significantly impact the wetland or wetland buffer.
- d. New utility construction and maintenance shall protect the wetland and buffer environment by utilizing the following methods:
 - i. New utilities shall be aligned to avoid tree removal to the greatest extent practicable.
 - ii. Any area of disturbance resulting from installation of a utility shall be revegetated with appropriate native or equivalent vegetation at

preconstruction densities or greater, immediately upon completion of construction, or as soon thereafter as possible, if due to seasonal growing constraints. The utility or landowner responsible for installation shall ensure that such vegetation survives.

iii. Any access for maintenance shall be provided as much as possible at specific points, rather than by parallel roads. If parallel roads are necessary, they shall be of a minimum width but no greater than 15 feet; and shall be contiguous to the location of the utility corridor on the side away from the wetland. Mitigation will be required for any additional access through restoration of vegetation in disturbed areas.

iv. The director may require additional mitigation measures.

v. Utility maintenance shall include the following measures to protect the wetland and buffer environment:

A. Painting of utility equipment such as power towers shall not be sprayed or sandblasted. Lead-based paints are prohibited.

B. No pesticides, herbicides or fertilizers may be used in wetland areas or their buffers except those approved by the U.S. Environmental Protection Agency (EPA) and Washington Department of Ecology and applied by a licensed applicator in accordance with the safe application practices on the label.

e. Construction of new distribution and transmission utility lines in Category III and IV wetlands shall follow the provisions in BIMC 16.20.140.H.5.a through d. Construction of new distribution and transmission lines may be permitted in Category II wetlands and their buffers provided all the other applicable sections of this chapter are met, and:

i. The applicant demonstrates that the inability to impact Category II wetlands would unnecessarily restrict the ability to provide utility services to the public;

ii. There is no practicable alternative location with less adverse impact on the functions and values of the impacted Category II wetland.

iii. Construction of the utility where impacts to a Category II wetland cannot be avoided is within or directly adjacent to an existing road right-of-way;

iv. The construction of new distribution and transmission utility lines does not pose an unreasonable threat to the public health, safety, or welfare on or off the development proposal site; and

v. The construction of new distribution and transmission utility lines avoids and minimizes the impact on critical areas in accordance with required mitigation sequencing and demonstrates no net loss as described in BIMC 16.20.030, and is consistent with best available science.

Section 5. Section 16.20.190 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

A. For the purposes of this chapter, the following definitions shall apply:

1. “Accessibility” means that a building or structure can be independently used by people with a variety of disabilities.
2. “Adverse impact” means a condition that creates, imposes, aggravates, or leads to inadequate, unsafe, or unhealthy conditions on a site.
3. “Agricultural activities” means the normal actions associated with the production of crops such as plowing, cultivating, minor drainage, and harvesting; and/or raising or keeping of livestock, including operation and maintenance, and repair of farm and stock ponds, drainage ditches, irrigation systems, and normal operation, maintenance, and repair of existing serviceable agricultural structures, facilities, or improved areas.
4. “Alteration” means a human-induced action that changes the existing conditions of a critical area or its buffer and results in the modification of the existing topography, stability, vegetation, hydrology, wildlife or wildlife habitat.
5. “Alteration, structure” means a change, modification or adjustment.
6. “Anadromous fish” means fish whose life cycle includes time spent in both salt and fresh water.
7. “Applicant” means a person, corporation, or organization that files an application for a land use or development permit with the city and that is either the owner of the land on which that proposed activity would be located, or the authorized agent of such a person.
8. “Aquifer recharge protection area” means a portion of a development site comprised of native or equivalent vegetation in which existing vegetation, topography and supporting soils are free of development, uses or activities detrimental to the aquifer recharge of the total site area.
9. “Arborist” means an individual engaged in the profession of arboriculture who, through experience, education, and related training, possesses the competence to

provide for or supervise the management of trees and other woody plants. Must be concurrently an International Society of Arboriculture (ISA) certified arborist to perform any role required of a certified arborist.

10. “Arborist, ISA certified” means an arborist holding a current International Society of Arboriculture (ISA) certified arborist credential.

11. “Arborist, tree risk assessment qualified (TRAQ)” means an arborist who has successfully completed the International Society of Arboriculture (ISA) TRAQ training course and assessment and holds a valid ISA TRAQ credential.

12. “Bank stabilization” means modification used for the purpose of preventing erosion, protecting channels, and retaining uplands.

13. “Biodiversity areas and corridors” means areas of habitat that are relatively important to various species of native fish and wildlife.

a. Biodiversity Areas.

- i. The area has been identified as biologically diverse through a scientifically based assessment conducted over a landscape scale (e.g., ecoregion, county- or city-wide, watershed, etc.). Examples include but are not limited to WDFW local habitat assessments, Pierce County biodiversity network, and Spokane County’s wildlife corridors and landscape linkages; or
- ii. The area is within a city or an urban growth area (UGA) and contains valuable fish or wildlife habitat and is mostly comprised of native vegetation. Relative to other vegetated areas in the same city or UGA, the mapped area is vertically diverse (e.g., multiple canopy layers, snags, or downed wood), horizontally diverse (e.g., contains a mosaic of native habitats), or supports a diverse community of species as identified by a qualified professional who has a degree in biology or closely related field and professional experience related to the habitats or species occurring in the biodiversity area. These areas may have more limited wildlife functions than other priority habitat areas due to the general nature and constraints of these sites in that they are often isolated or surrounded by highly urbanized lands.

b. Corridors. Corridors are areas of relatively undisturbed and unbroken tracts of vegetation that connect fish and wildlife habitat conservation areas, priority habitats, areas identified as biologically diverse, or valuable habitats within the city.

14. “Best available science” (BAS) means scientifically valid information derived in accordance with WAC 365-195-900 through 365-195-925, or as amended, that is used to develop and implement critical areas policies or regulations.

15. “Best management practices” (BMPs) means conservation practices or systems of practices and management measures that:

- a. Control soil loss and protect water quality from degradation caused by nutrients, animal waste, toxins, and sediment;
- b. Minimize adverse impacts to surface water and groundwater flow, and to the chemical, physical, and biological characteristics of critical areas;
- c. Protect trees, vegetation and soils designated to be retained during and following site construction and use native plant species appropriate to the site for revegetation of disturbed areas; and
- d. Provide standards for proper use of chemical herbicides within critical areas.
- e. BMPs are defined by the United States Department of Agriculture, the State of Washington Department of Agriculture, the Washington State Department of Ecology, Washington State Department of Health, Kitsap conservation district, and other professional organizations.

16. “Bog” means a low-nutrient, acidic wetland with organic soils and characteristic bog plants, as described in Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication No. 14-06-29, October 2014).

17. “Buffer” means a designated area contiguous to a wetland or stream intended to protect the wetland or stream and be an integral part of the wetland or stream ecosystem.

18. “Coppicing” means managing of strongly regenerative species of trees and shrubs by an initial heading cut (leaving a stump) and allowing new shoots to grow to maintain live roots. Shoots may be reduced to their point of origin at appropriate intervals of time without disturbing the resulting coppice head (stump).

19. “Critical aquifer recharge area” means areas with a critical recharging affect on aquifers used for potable water, including areas where an aquifer that is a source of drinking water is vulnerable to contamination that would affect the potability of the water, or is susceptible to reduced recharge.

20. “Critical areas” means aquifer recharge areas, fish and wildlife habitat conservation areas, frequently flooded areas, geologically hazardous areas, and wetlands.

21. “Critical facilities” means facilities that are essential to the health and welfare of the community, including services that protect life and property. Such facilities include, but are not limited to, hospitals, emergency clinics, police and fire stations, emergency vehicle and equipment storage facilities, emergency operations centers, aviation control centers, and utility facilities such as sewage treatment plants and electric transmission substations.

22. “Critical habitat” means a habitat identified by U.S. Fish and Wildlife Service or the National Marine Fisheries Service as habitat necessary for survival of endangered or threatened species.

23. “Cutting, vegetation” means the removal of the main trunk or stem of a small tree for the purposes of controlling aggressive or weedy species.
24. “Designated centers” means those areas of the Island referred to as Winslow, Lynwood Center, Island Center, Rolling Bay, Day Road and Sportsman Triangle and shown on Figure LU-3 in the city’s 2017 comprehensive plan.
25. “Development” means any action that would require land use review or other approval from the city or other local, state or federal jurisdiction. “Development” includes, but is not limited to: land division; construction, reconstruction, structural alteration, relocation, or enlargement of any structure; clearing or grading; and changes to surface or groundwaters.
26. “Development area” means the area of land disturbing activity on a site.
27. “Director” means the director of the city’s planning and community development department or his/her designee.
28. “Educational or scientific activities” means controlled and/or supervised scientific activities or educational activities that are associated with an educational or scientific program that result in no adverse impacts to critical areas or their buffers.
29. “Engineering geologist” means a practicing engineering geologist who has at least four years of professional employment as an engineering geologist with experience in landslide evaluation, and a Washington State specialty license in engineering geology as specified in Chapter 18.220 RCW.
30. “Erosion hazard area” means those areas containing soils which, according to the United States Department of Agriculture Natural Resource Conservation Service Soil Survey Program, may experience significant erosion. Erosion hazard areas also include coastal erosion-prone areas and channel migration areas.
31. “Estuarine, wetland” means a vegetated wetland that is predominantly tidal, as described in Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication No. 14-06-29, October 2014).
32. “Existing development” means a development that was lawfully constructed, approved or established prior to the effective date of the ordinance codified in this chapter.
33. “Fish” means species of the vertebrate taxonomic groups Cephalospidomorphi and Osteichthyes.
34. “Fish and wildlife habitat conservation areas” means areas that serve a critical role in sustaining needed habitats and species for the functional integrity of the

ecosystem and which, if altered, may reduce the likelihood that the species will persist over the long term. These areas may include, but are not limited to, rare or vulnerable ecological systems, communities, and habitat or habitat elements including seasonal ranges, breeding habitat, winter range, and movement corridors; and areas with high relative population density or species richness.

“Fish and wildlife habitat conservation areas” does not include such artificial features or constructs as irrigation delivery systems, irrigation infrastructure, irrigation canals, or drainage ditches that lie within the boundaries of, and are maintained by, a port district or an irrigation district or company.

35. “Fish habitat” means habitat which is used by any fish at any life stage at any time of the year, including potential habitat likely to be used by fish which could be recovered by restoration or management and includes off-channel habitat.

36. “Fisheries biologist” means a person with experience and training in fisheries who is able to submit substantially correct reports on fish population surveys, stream surveys and other related data analyses of fisheries resources. “Substantially correct” means that technical or scientific errors, if any, are minor and do not delay or affect the site plan review process. Qualifications of a fisheries biologist include:

- a. Either:
 - i. Certification by the American Fisheries Society; or
 - ii. Bachelor of Science degree in fisheries or the biological sciences from an accredited institution and five years of professional fisheries experience; and
- b. The prior successful completion of at least three habitat management plans.

37. “Frequently flooded areas” means lands subject to at least a one percent or greater chance of flooding in any given year, or within areas subject to flooding due to high ground water. These areas include, but are not limited to, streams, lakes, coastal areas, wetlands and areas where high ground water forms ponds on the ground surface. (See Chapter 15.16 BIMC, Flood Damage Prevention.)

38. “Functions and values” means the natural processes and beneficial roles performed or provided by critical areas including, but not limited to, water quality and quantity protection and enhancement, providing fish and wildlife habitat, supporting terrestrial and aquatic food chains, providing flood storage, conveyance and attenuation, groundwater recharge and discharge, erosion control, wave attenuation, protecting aesthetic value, and providing recreational and educational opportunities. These roles are not listed in order of priority.

39. “Geologically hazardous areas” means areas susceptible to significant erosion, sliding, or other geological events. They pose a threat to the health and safety of citizens when used as sites for incompatible commercial, residential or industrial development. Geologically hazardous areas include erosion hazard areas, landslide hazard areas, and seismic hazard areas.

40. “Geotechnical engineer” means a practicing geotechnical/civil engineer who has a valid Washington engineering license and a valid certificate of registration in civil engineering, at least four years of professional employment as a geotechnical engineer with experience in landslide evaluation, and appropriate training and experience as specified in Chapter 18.43 RCW.

41. “Habitat management plan” (HMP) means a report prepared by a professional wildlife biologist or fisheries biologist which discusses and evaluates critical fish and wildlife habitat functions and identifies and evaluates measures necessary to maintain, enhance and improve terrestrial and/or aquatic habitat on a proposed development site.

42. “Habitat of local importance” means an area representing either high quality habitat for native terrestrial or aquatic species or habitat which is of limited availability, highly vulnerable to alteration, or provides landscape connectivity which contributes to the integrity of the surrounding landscape and which is not adequately protected by other city, state or federal policies, laws, regulations, or nonregulatory tools that prevent degradation of the habitat or its associated species. These may include areas of high relative density or species richness, breeding habitat, winter range, and movement corridors such as breeding areas or human-made ponds.

43. “Hazard tree” means a tree that has significant structural defects that are likely to lead to failure and possibly cause injury or damage as identified in a report from an International Society of Arboriculture (ISA) tree risk assessment qualified (TRAQ) arborist. In the case of steep slopes, a hazard tree can also be a tree that is a hazard to stability of the slope, as determined by a geotechnical engineer.

44. “Hazardous substances” means any liquid, solid, gas, or sludge, including any material, substance, product, commodity, or waste, regardless of quantity, that exhibits any of the characteristics or criteria of hazardous waste as specified in RCW 70.105.010.

45. “Hedge” means a line of closely-spaced trees and/or shrubs intentionally planted and/or maintained along a property boundary or landscape border for privacy, screening, safety, or similar function, which typically requires ongoing pruning or shearing to maintain its intended function and/or reasonable use of nearby developed areas.

46. “Hydric soil” means soil which is saturated, flooded, or ponded long enough during the growing season to develop anaerobic conditions in the upper part.

47. “Hydrogeologist” means a practicing hydrogeologist who has at least four years of professional employment as a hydrogeologist with experience in the specific subject area in which they are providing a report, and a Washington specialty license in hydrogeology as specified in Chapter 18.220 RCW.

48. “Hydrophyte or hydrophytic vegetation” means plant life growing in water or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content.

49. “Invasive/exotic species” means (a) nonnative (or alien) to the ecosystem under consideration and (b) whose introduction causes or is likely to cause economic or environmental harm or harm to human health, or as amended by the United States Department of Agriculture National Invasive Species Information Center (NISIC).

50. “Land disturbing activity” means any activity that results in a change in the existing soil cover (both vegetative and nonvegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to, clearing, grading, filling and excavation. Compaction that is associated with stabilization of structures and road construction shall also be considered a land disturbing activity. Vegetation maintenance practices are not considered land disturbing activity. Stormwater facility maintenance is not considered “land disturbing activity” if conducted according to established standards and procedures.

51. “Land divisions” means any division of land subject to the city’s subdivision design standards (Chapter 17.12 BIMC).

52. “Landslide hazard areas” means areas which are at risk of mass movement due to a combination of geologic, topographic, and hydrologic factors. Landslide hazard areas include the following:

- a. Areas characterized by slopes greater than 15 percent having springs or groundwater seepage and having impermeable soils (typically silt and clay) overlain or frequently interbedded with permeable granular soils (predominantly sand and gravel);
- b. Any area potentially unstable due to rapid stream incision or stream bank erosion;
- c. Any area located on an alluvial fan, debris flow deposit, or in a debris flowpath, presently or potentially subject to impacts or inundation by debris flows or deposition of stream-transported sediments;
- d. Any area with a slope of 40 percent or greater and with a vertical relief of 10 or more feet except areas composed of competent consolidated rock;
- e. Any area designated or mapped as class U, UOS, or URS by the Department of Ecology Coastal Zone Atlas and/or mapped as a landslide or scarp on the USGS Surface Geology Map of Bainbridge Island (Haugerud, 2001).

53. “Landslide hazard area setback” means an area contiguous to a landslide hazard area sufficient in depth to meet the development standards set forth in BIMC 16.20.130 as determined by a geological hazards assessment prepared in accordance with BIMC 16.20.180, Critical area reports.

54. “Liquefaction” means a process in which a water-saturated soil, upon shaking, suddenly loses strength and behaves as a fluid.

55. “Low impact development (LID)” means a stormwater and land use management strategy that strives to mimic predisturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design.
56. “Low impact development best management practices (LID BMPs)” mean distributed stormwater management practices, integrated into a project design, that emphasize predisturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration. LID BMPs include, but are not limited to: bioretention, rain gardens, permeable pavements, roof downspout controls, dispersion, soil quality and depth, minimal excavation foundations, vegetated roofs, and water reuse.
57. “Native or equivalent vegetation” means species which are indigenous to the Puget Sound lowlands ecoregion; or a species that is equivalent in providing the same site-specific functional arrays as would the native species. “Functional arrays” may include forage, floodwater restraint, hiding habitat, or other physical or biologic roles in the ecosystem, that singly or in combination correspond to those of the native species. As with natives, the role of an equivalent species may vary depending on the site and its surrounding ecosystem. Invasive/exotic species shall not be considered equivalent species.
58. “Natural pruning system” means a pruning system intended to maintain a tree’s characteristic growth pattern and adaptations that may allow for changes in appearance to achieve certain specified objectives per ANSI A300 (Part 1 – 2017).
59. “No net loss” means the maintenance of the aggregate total of the city’s critical areas functions and values over time. The no net loss standard requires that the impacts of a proposed use and/or development, whether permitted or exempt from permit requirements, be identified and mitigated on a project-by-project basis, so that as development occurs critical areas functions and values stay the same.
60. “Normal maintenance” means those usual acts to prevent a decline, lapse or cessation from a lawfully established condition. Normal maintenance does not include:
- a. Use of fertilizer or pesticide application in wetlands, fish and wildlife habitat conservation areas, or their buffers;
 - b. Redigging ditches in wetlands or their buffers to expand the depth or width beyond the original ditch dimensions;
 - c. Redigging existing drainage ditches to drain wetlands on lands not classified as existing and ongoing agriculture under BIMC 16.20.040 (Exemptions).
61. “Normal repair” means activities to restore a structure or use to a state comparable to original condition, including but not limited to size, shape,

configuration, location and external appearance, within a reasonable period after decay or partial destruction.

62. “Ordinary high water mark” means the mark on the shores of all waters, which will be found by examining the beds and banks and ascertaining where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland, in respect to vegetation; provided, that in any area where the ordinary high water mark cannot be found, the ordinary high water mark adjoining freshwater shall be the line of mean high water.

63. “Pollarding” means a pruning system that maintains crown size by initial heading of branches on young trees, followed by removal of shoots to their point of origin at appropriate intervals without disturbing the resulting pollarding head.

64. “Pruning” means the selective removal of plant parts to achieve defined objectives.

65. “Pruning amount” means the quantity of plant parts removed at one pruning, expressed in terms of a number of branches or other parts removed, and/or percentage of the crown or buds removed on an entire tree or specific branches.

66. “Ravine” means a V-shaped landform generally having little to no floodplain and normally containing steep slopes, which is deeper than 10 vertical feet as measured from the centerline of the ravine to the top of the slope. Ravines are typically created by the wearing action of streams. The top of the slope is determined where there is a significant change in the slope to generally less than a 15 percent slope.

67. “Reasonable alternative” means an activity that could feasibly attain or approximate a proposal’s objectives, but at a lower environmental cost or decreased level of environmental degradation.

68. “Reasonable use exception (RUE)” is a means of relief that is available for a property that is encumbered to such an extent by critical areas and/or critical area buffers that application of this chapter would deny all reasonable use of the subject property, as further defined by the decision criteria of BIMC 16.20.080.

69. “Redevelopment” means, on a site that is already substantially developed (i.e., has 35 percent or more of existing impervious surface coverage), the creation or addition of impervious surfaces; the expansion of a building footprint or addition or replacement of a structure; construction, installation or expansion of a building or other structure; replacement of impervious surface that is not part of a routine maintenance activity; and land disturbing activities.

70. "Removal, vegetation" means to eliminate the presence or hazard of unwanted vegetation.
71. "Seismic hazard areas" means areas subject to severe risk of damage as a result of earthquake induced ground shaking, slope failure, settlement, soil liquefaction, debris flows, or tsunamis. The following areas are considered seismic hazard areas:
- a. Seismic Landslide Hazard Areas. Slopes which are stable in nonearthquake periods, but fail and slide during ground shaking;
 - b. Liquefaction Hazard Areas. Areas of cohesionless, loose or soft saturated soils of low density in association with a shallow groundwater table that are subject to settlement and/or liquefaction from ground shaking; or
 - c. Fault Hazard Areas. Areas of known surface rupture or significant surface deformation as a result of an active fault movement, including 50 feet on either side.
72. "Shrub" means a woody perennial plant, usually with several stems that may be erect or close to the ground, generally smaller than a tree.
73. "Significant tree" means a deciduous tree greater than 12 inches in diameter at four feet high and an evergreen tree greater than 10 inches in diameter at four feet high.
74. "Site" means the entire lot, series of lots, or parcels on which a development is located or proposed to be located, including all contiguous undeveloped lots or parcels under common ownership.
75. "Species of local importance" means those species that are of local concern due to their population status or their sensitivity to habitat alteration.
76. "Streams" means those areas in the city of Bainbridge Island where the surface water flows are sufficient to produce a defined channel or bed. A defined channel or bed is an area which demonstrates clear evidence of the passage of water and includes but is not limited to bedrock channels, gravel beds, sand and silt beds, and defined-channel swales. The channel or bed need not contain water year round. This definition is not meant to include irrigation ditches, canals, storm or surface water runoff devices, or other artificial watercourses unless they are used by fish or used to convey streams naturally occurring prior to construction.
77. "Stream types" means a streams classification system based on fish usage and perennial or seasonal water regime as found in WAC 222-16-030 and meeting the standards listed below:
- a. "Type F stream" means a stream that has fish habitat. Waters having the following characteristics are presumed to meet the physical criteria for fish use: Stream segments having a defined channel of two feet or greater within the bankfull width and having a gradient of 16 percent or less. Also, stream segments having a defined channel of two feet or greater within the bankfull

width and having a gradient greater than 16 percent and less than or equal to 20 percent, and having greater than 50 acres in contributing basin size based on hydrographic boundaries.

b. “Type Np” means all segments of natural waters within the bankfull width of defined channels that are perennial nonfish habitat streams. “Perennial streams” are waters that do not go dry any time of a year of normal rainfall. However, for the purpose of water typing, Type Np waters include the intermittent dry portions of the perennial channel below the uppermost point of perennial flow.

c. “Type Ns” means all segments of natural waters within the bankfull width of the defined channels that are not Type S, F, or Np waters. These are seasonal, nonfish habitat streams in which surface flow is not present for at least some portion of a year of normal rainfall and are not located downstream from any stream reach that is a Type Np water. Ns waters must be physically connected by an aboveground channel system to marine waters, Type F, or Np waters.

78. “Tree” means a woody perennial plant with single or multiple trunks, which typically develop a mature size of over several inches diameter, and 10 or more feet in height.

79 “Upgrade” means activities that involve replacement of existing infrastructure, or replacing equipment with equipment that meets different operational standards and/or adds capacity to the system. Upgrades shall not include expansions or extensions of existing infrastructure.

~~79~~ 80. “Wetland” means areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include, but are not limited to, swamps, estuaries, marshes, bogs, ponds less than 20 acres, including their submerged aquatic beds and similar areas. Wetlands do not include those artificial wetlands intentionally created from nonwetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, stormwater facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. “Wetlands” include those legally established artificial wetlands intentionally created from nonwetland areas to mitigate the conversion of wetlands.

~~80~~ 81. “Wetland boundary” means the boundary or outer edge of a wetland as delineated in accordance with the federal wetland delineation manual and applicable regional supplements (as updated), as required by WAC 173-22-035.

~~81~~ 82. “Wetland category” means category as defined in Washington State Wetland Rating System for Western Washington – 2014 Update (Ecology Publication No. 14-06-029, October 2014), or as revised and adopted by the department.

~~82~~ 83. “Wetlands specialist” means a person with experience and training in wetland issues who is able to submit substantially correct reports on wetland delineations, classifications, functional assessments and mitigation plans. “Substantially correct” means that errors, if any, are minor and do not delay or affect the site plan review process. Qualifications of a wetlands specialist include:

- a. Either:
 - i. Certification as a professional wetland scientist (PWS) or wetland professional in training (WPIT) through the Society of Wetland Scientists; or
 - ii. Bachelor of Science degree in the biological sciences from an accredited institution and five years of professional field experience; and
- b. The prior successful completion of at least three wetland reports.

~~83~~ 84. “Wildlife biologist” means a person with experience and training in the principles of wildlife management and with practical knowledge in the habits, distribution and environmental management of wildlife. Qualifications include:

- a. Either:
 - i. Certification as a professional wildlife biologist through the Wildlife Society; or
 - ii. Bachelor of Science or Bachelor of Arts degree in wildlife management, wildlife biology, ecology, zoology, or a related field from an accredited institution and five years of professional field experience; and
- b. The prior successful completion of at least three habitat management plans.

~~84~~ 85. “Wildlife habitat” means a seasonal range or habitat element with which a given species has a primary association, and which, if altered, may reduce the likelihood that the species will maintain and reproduce over the long-term. These include areas of relative density or species richness, breeding habitat, winter range, and movement corridors. These also include habitats of limited availability or high vulnerability to alteration, such as cliffs, streams and wetlands.

~~85~~ 86. “Zone of influence” means an area, usually upslope from a geologically hazardous area, where changes in land use and hydrology can affect the stability of the geologically hazardous area. The “zone of influence” is defined as 300 feet upslope from slopes greater than 40 percent, and 200 feet upslope from slopes greater than 15 percent but less than 40 percent that are determined to be geologically hazardous areas. (Ord. 2018-01 § 2 (Exh. A), 2018)

Section 6. Section 18.09.030.F.2 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

2. Utility, Primary.

a. Primary utility facilities and equipment are subject to standards in BIMC 16.12.030.C.7, Utilities (Primary and Accessory), and BIMC 16.20.~~130.C.11~~, critical areas regulations.

b. Replacement, maintenance or upgrade of existing poles and equipment within or adjacent to an existing utility corridor or right-of-way is considered a permitted (“P”) use. A new pole added along an existing distribution or transmission line that is within 20 feet of the existing infrastructure and does not exceed the height of both adjacent poles is considered part of an upgrade to that utility corridor. New distribution or transmission line poles that exceed the height of both adjacent poles require minor conditional use approval.

i. Replacement, maintenance or upgrade of a distribution utility pole or a transmission utility pole exceeding the height ~~and/or location standards~~ established in ~~Table 18.12.040~~ Table 18.12.020-2 and Table 18.12.020-3 or moving more than 20 feet from the original location shall require minor site plan review ~~minor conditional use approval in accordance with BIMC 2.16.040~~ prior to installing the ~~replacement~~ pole.

Section 7. Table 18.12.020-2 of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit A.

Section 8. Table 18.12.020-3 of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit B.

Section 9. Table 18.12.040 of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit C.

Section 10. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 11. This ordinance shall take effect and be in force five (5) days from its passage and publication as required by law.

PASSED by the City Council this XXX day of XXX, 2023.

APPROVED by the Mayor this XXX day of XXX, 2023.

Joe Deets, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NUMBER:

2024-04

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Exhibit A to Ordinance No. 2024-04

EXCERPT Table 18.12.020-2 Standard Lot Dimensional Standards for Residential Zone Districts

ZONING DISTRICT DIMENSIONAL STANDARD	R-0.4	R-1	R-2	R-2.9	R-3.5	R-4.3	R-5	R-6	R-8	R-14
MAXIMUM BUILDING AND STRUCTURE HEIGHT [4] Note: Bonus may not be available in the shoreline jurisdiction										
All lots										
Base	30 ft.	30 ft.	25 ft.				30 ft.	35		
Bonus for Nonresidential Uses If Conditional Use Permit Conditions Met	35 ft.	35 ft.	30 ft.				35 ft.	40 ft.	40 ft. See BIMC 18.12.03 0.B	
<u>Distribution utility poles</u>	55 feet in height above grade. Alternative height limits may apply if additional conditional use permit provisions of BIMC Title 2.16.050.F are met. See BIMC 18.09.030.F.2 for use standards.									
<u>Transmission utility poles</u>	Up to a 25 percent increase above existing pole height above grade with a maximum height of 100 feet. Alternative height limits may apply if additional conditional use permit provisions of BIMC Title 2.16.050.F are met. See BIMC 18.09.030.F.2 for use standards.									
Exemption	Alternative height limits may apply for nonresidential uses if additional conditional use permit provisions of BIMC Title 2 are met. Some encroachments through height limits are permitted under BIMC 18.12.040.									
Shoreline Jurisdiction	See Table 16.12.030-2, Dimensional Standards Table, and BIMC 16.12.030.B.3.i, Regulations – Shoreline Structure Setback View Requirement.									

Exhibit A to Ordinance No. 2024-04

[4] For community and educational facilities (as listed in Table 18.09.020), spires, towers and other vertical features with horizontal cross-sections no more than five percent of the footprint of the primary structure may have a maximum height of 10 feet above the maximum base height, and shall be reviewed through a conditional use permit.

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Exhibit B to Ordinance No. 2024-04

EXCERPT Table 18.12.020-3 Standard Lot Dimensional Standards for Mixed Use Town Center and “Other” Zone Districts

ZONING DISTRICT	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
DIMENSIONAL STANDARD									
MAXIMUM BUILDING AND STRUCTURE HEIGHT [5]									
Note: Bonus may not be available in the shoreline jurisdiction									
Base	35 ft.; 25 ft. max. south of Parfitt	25 ft.; 35 ft. north of High School Road	25 ft.	35 ft.	BIMC 18.12.030.C standard height north of Winslow Way; 35 ft. south of Winslow Way	35 ft.	35 ft.	35 ft.	35 ft. except that Chapter 16.12 BIM C applies within shoreline jurisdiction
Bonus 1 if parking under building [6]	45 ft.; 35 ft. south of Parfitt	35 ft.; 45 ft. north of High School Road	35 ft.	45 ft.	BIMC 18.12.030.C optional height north of Winslow Way; 45 ft. south of Winslow Way	45 ft.			
Bonus 2 for Nonresidential Uses with Major Conditional Use Permit							45 ft.	45 ft.	45 ft.
Distribution utility poles	55 feet in height above grade. Alternative height limits may apply if additional conditional use permit provisions of BIMC Title 2.16.050.F are met. See BIMC 18.09.030.F.2 for use standards.								

Exhibit B to Ordinance No. 2024-04

<u>Transmission utility poles</u>	<u>Up to a 25 percent increase above existing pole height above grade with a maximum height of 100 feet. Alternative height limits may apply if additional conditional use permit provisions of BIMC Title 2.16.050.F are met. See BIMC 18.09.030.F.2 for use standards.</u>
Bonus 3 Structure Height	Alternative height limits may apply if the conditional use permit provisions of BIMC Title 2 are met. Some encroachments through height limits are permitted under BIMC 18.12.040.

[5] When property adjoins a lower density residential zone, except in the ferry terminal district, north of Winslow Way, for the first 30 feet of the building from the property line of an adjoining lower density residential zone, the building height shall be the building height of the adjoining lower density residential zone. Optional building height allowed in the adjoining lower density residential district through a conditional use permit may be requested for projects within the mixed use town center and high school road zones through the site plan review process. For building height requirements in the ferry terminal district, north of Winslow Way, reference BIMC [18.12.030.C](#).

[6] The bonus height is available when parking is located underground or under the occupiable space of the planned building. If parking is located under 50 percent or less of the occupiable space, the bonus may only be used for a portion of the building footprint twice as large as the area with parking located beneath.

[7] The bonus density is available when provisions of BIMC [18.21.050](#) are met and all bonus FAR is applied to the residential component of the mixed use development.

Exhibit C to Ordinance No. 2024-04

EXCERPT Table 18.12.040: Permitted Setback/Height Modifications

Type of Encroachment	Encroachment Permitted	Conditions
Permitted Setback Modifications		
Fence or combined fence and berm up to 6 feet high	In any required setback subject to applicable regulations in BIMC Title 15	Except as provided in BIMC 18.12.040.B and Chapter 16.12 BIMC
Nonscreening fences or combined nonscreening fence and berm up to 8 feet high	In any required setback subject to applicable regulations in BIMC Title 15	Except as provided in Chapter 16.12 BIMC
Chimneys, flues, awnings, bay windows, and greenhouse windows	Up to 18 inches into any required setback	
Covered porches, bay windows and eaves within the Ericksen Avenue overlay district	Up to 5 feet into the front yard	Bay windows must be cantilevered outward from the wall, and may not result in any portion of the building floor area extending into the setback
Any structures, including but not limited to uncovered steps, porches, and decks less than or equal to 30 inches in height	Up to 2 feet into front and side setbacks. Up to 5 feet into required rear setbacks.	

Exhibit C to Ordinance No. 2024-04

Eaves	May extend up to 24 inches in any required setback except shoreline structure setback	
At or near grade structures such as uncovered patios, sidewalks, and driveways	In any required setback	May not exceed 4 inches in height
Signs	In any required setback	Must conform to Chapter 15.08 BIMC
Overhead or underground <u>Primary Utilities</u> and <u>Accessory Utilities</u> when they are not the <u>principal use of the site</u>	In any required setback, perimeter or roadside buffer	Must conform to Chapters 16.12 and 16.20 BIMC. Does not apply to above ground utilities such as propane tanks.
Composting bins	In side or rear setback areas	
Bioretention/rain gardens	In any required setback	In accordance with Chapter 15.20 BIMC
Rain barrels/cisterns	In any required setback	In accordance with Chapter 15.20 BIMC
Wall-mounted on-demand hot water heaters	Up to 18 inches into side or rear setbacks	Permitted if buffered or enclosed to prevent noise impacts to neighboring properties
Below-ground geothermal equipment	In any required setback, perimeter or roadside buffer	Must conform to Chapters 16.12 and 16.20 BIMC. Permitted if any excavated areas are

Exhibit C to Ordinance No. 2024-04

		promptly relandscaped after installation is complete.
Rockeries and retaining walls less than 4 feet in height	In any required setback	Rockeries and retaining walls greater than 4 feet in height may be permitted with qualified geotechnical engineer determination, and city concurrence, that it is necessary for slope stabilization.
Public communications tower	In any required setback subject to applicable regulations in BIMC Title 15	Must conform to Chapters 16.12 and 16.20 BIMC
Permitted Height Modifications		
Small wind energy generators	Up to 18 inches above the maximum building height in the district	
Solar panels	Up to 18 inches above the maximum building height in the district	
Noncommercial, nonparabolic antennas affixed to noncommercial communication towers	Up to 50 feet in height above grade	
One flagpole per parcel	Up to 45 feet in height above grade	

Exhibit C to Ordinance No. 2024-04

Public communications tower	Up to 120 feet in height above grade	A building permit is required for a public communications tower. A conditional use permit shall be required for a public communications tower to be constructed between 71 feet and 120 feet above grade. A public communications tower shall not exceed 120 feet in height.
<u>Distribution utility poles</u>	<u>Up to 55 feet in height above grade</u>	<u>Replacement poles over 55 feet in height, see BIMC 18.09.030.F.2.b. For new distribution utility facilities or corridors, see Table 18.09.020. Poles shall not be moved more than 20 feet from the original location unless permitted under BIMC 18.09.030.F.2.b.</u>
<u>Transmission utility poles</u>	<u>Up to a 25 percent increase above existing pole height above grade with a maximum height of 100 feet</u>	<u>Replacement poles over the 25 percent increase or 100 feet in height, see BIMC 18.09.030.F.2.b. For new transmission utility facilities or corridors, see Table 18.09.020. Poles shall not be moved more than 20 feet from the original location unless permitted under BIMC 18.09.030.F.2.b.</u>
<u>Utility structures existing on the effective date of the ordinance codified in this subsection</u>	<u>Existing height</u>	<u>May also be replaced or modified; provided, that the structure is not larger or taller than the original structure and is not</u>

Exhibit C to Ordinance No. 2024-04

		<u>moved more than 20 feet from its original location.</u>
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CITY OF
BAINBRIDGE ISLAND

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

STAFF REPORT

DATE: August 9, 2024
TO: Planning Commission
FROM: Joanne Mendenhall, Planner
SUBJECT: Puget Sound Energy (PSE) Code Amendment Requests PLN52234 -
Ordinance No. 2024-04 Utility Regulations

I. INTRODUCTION AND PROCESS

Puget Sound Energy (PSE) has several proposed projects to install, upgrade, and maintain PSE's infrastructure within the City of Bainbridge Island. These projects include installing a new transmission line, rebuilding an existing transmission line, and upgrading all three substations within the City. In preparation for these projects, PSE submitted an application for Legislative Review of Land Use Regulations under Bainbridge Island Municipal Code (BIMC) 2.16.180. The initial application was submitted April 20, 2022, with two amendment requests. However, through further conversations with city staff, several additional amendments were identified as necessary to support the intention of the applicant. PSE revised their application on February 6, 2024, to include five amendment requests for changes to BIMC 2.16 – Land Use Procedures, BIMC 16.20 – Critical Areas, and BIMC 18.12 – Dimensional Standards.

Applications for Legislative Review of Land Use Regulations are initially reviewed by Planning Commission with a public hearing held prior to making a recommendation to the City Council. The Planning Commission engaged in six study sessions regarding this application resulting in draft Ordinance 2024-04 Utility Regulations prior to public hearing. This staff report contains background information and analysis to aid the Planning Commission and City Council in their recommendation and decision, respectively.

APPLICATION HISTORY

Date:	Action:
April 20, 2022	Initial Application Submitted
April 28, 2022	Application deemed technically complete
May 6, 2022	Notice of Application and SEPA Comment Period
February 6, 2024	Revised Application Submitted
February 22, 2024	Planning Commission Study Session Introduction and overview of application
March 14, 2024	Planning Commission Study Session Focused discussion - BIMC 16.20 and BIMC 18.12
March 28, 2024	Planning Commission Study Session Focused discussion – BIMC 2.16
April 25, 2024	Planning Commission Study Session Preliminary staff recommendations
May 23, 2024	Planning Commission Study Session Draft Ordinance
June 16, 2024	Notice of Application on Ordinance No. 2024-04
June 27, 2024	Planning Commission Study Session on the Revised Draft Ordinance
July 3, 2024	SEPA Threshold Determination of Nonsignificance (DNS) on Ordinance No. 2024-04
July 7, 2024	Notice of Intent to Adopt Amendment sent to the Department of Commerce.
August 22, 2024	Public Hearing

II. BACKGROUND AND SUMMARY OF REQUEST

PSE submits permits to the City of Bainbridge Island to construct, extend, maintain, and upgrade existing and new facilities both at site-specific locations such as substations, and for linear infrastructure spanning multiple parcels such as transmission and distribution lines.

The City’s municipal code contains provisions related to utility infrastructure development in 15.12, 16.12, 16.20, 18.09, 18.12, and 18.36 chapters. However, there are several issues identified in the code that hinder or otherwise delay a timely permitting process for PSE projects:

- Code typically written with consideration for projects involving one or, at most, a couple properties in close proximity where the property owner(s) are the applicant(s). Less consideration is given to large linear projects, spanning dozens of properties not directly owned by the applicant, and requiring connections to specific points both inside and outside the City.
- Lack of clarity or seemingly conflicting dimensional and procedural regulations that can change with internal policy updates.
- Lack of specificity for primary versus accessory utilities.
- Prohibition on all primary utilities in Category I and II wetlands when there is existing, aging, infrastructure that was installed in wetlands prior to the current understanding of critical areas.

To address the breadth of issues, PSE's requested code amendments span several topics and sections of code, including the following:

1. WHO CAN APPLY

PSE requests changes to BIMC 2.16.020.D to add utility providers to the list of who can apply, with specific proposed language as follows:

“A public or private utility that provides written documentation of their authority to exercise eminent domain under RCW 80.32.060.”

2. DEVELOPMENT STANDARDS – AQUIFER RECHARGE PROTECTION AREA

PSE requests changes to 16.20.100.E.1 to add linear utility projects to the list of exemptions, with the specific proposed exemption language as follows:

“Activities related to the installation, upgrade and maintenance of utility facilities and corridors, when located on property not owned by the utility provider.”

3. PROHIBITED ACTIVITIES (WETLANDS)

PSE requests an adjustment to BIMC 16.20.140.G.2.i to make allowances for linear primary utility development in Category I and II wetlands, with the specific proposed language to amend the prohibition as follows:

“New primary utility not within or directly adjacent to an existing road right-of-way in Category II wetlands. New primary utilities are prohibited in Category I wetlands.”

4. STANDARD LOT DIMENSIONAL STANDARDS & PERMITTED HEIGHT MODIFICATIONS

PSE requests that BIMC Tables 18.12.020-2 and 18.12.020-3 be adjusted to clarify in code that listed permitted height modifications under BIMC 18.12.040 do not require a conditional use permit as is current department practice, with the specific language proposed to be:

“Alternative height limits may apply for nonresidential uses if additional conditional use permit provisions of BIMC Title 2 are met. Some encroachments through height limits are permitted under BIMC 18.12.040 without conditional use permit approval.”

Additionally, PSE requests a change to BIMC Table 18.12.040 in order to permit a new distribution or transmission pole added along an existing corridor to meet the height of the surrounding infrastructure without the need for a new conditional use permit, with the specific language proposed as:

Distribution Poles - “Replacement poles over 55 feet in height, see BIMC 18.09.030.F.2.b. For new distribution utility facilities or corridors, see Table 18.09.020. Poles shall not be moved more than 20 feet from the original location or a new pole added along an existing distribution line corridor unless permitted under BIMC 18.09.030.F.2.b.”

AND

Transmission Poles - “Replacement poles over the 25 percent increase or 100 feet in height, see BIMC 18.09.030.F.2.b. For new transmission utility facilities or corridors, see Table 18.09.020. Poles shall not be moved more than 20 feet from the original location or a new pole added along an existing transmission line corridor unless permitted under BIMC 18.09.030.F.2.b.”

5. PERMITTED SETBACK MODIFICATIONS

PSE requests a modification to BIMC Table 18.12.040 to allow overhead and underground primary utilities in setbacks in the same way accessory utilities are allowed, with the specific proposed language to allow the following in all setbacks:

“Overhead or underground primary or accessory utilities that are not the primary use of the site.”

III. PUBLIC COMMENT

To date, this project has received 17 public comments provided by ten different commenters (three commentors provided multiple comments). Two comments were

received with the initial notice of application, thirteen comments were received during the Planning Commissions study sessions, and two were received with the notice of application on Ordinance No. 2024-04 Utility Regulations.

Comments fall into four categories:

1. Six commentors expressed general support for both the code amendment updates and the subsequent PSE proposed projects. There is concern regarding current service reliability metrics, capacity, safety of the existing infrastructure currently in category I and II wetlands, and the amount of time the application has taken to date. There was specific support for removing the blanket restrictions on primary utilities in Category II wetlands when adjacent to road right-of-way. Specific support for the substation and infrastructure upgrades to allow the electrification of the ferry system was also provided by several commentors including Matt Von Ruden of the Washington State Department of Transportation. These projects are crucial to meeting the Ferry electrification timelines.
2. Two commentors had specific concerns regarding the proposed changes to the wetland code. Both felt that the applicant's proposed changes to wetland code were too broad and both suggested creating a utility exemption with specific review criteria per the Washington Department of Ecology's guidance. One of the commentors, Cullen Brady of the Bainbridge Island Land Trust, is generally supportive of the changes, but requests careful consideration of what changes should apply to *all* primary utilities vs. specific to PSE's infrastructure.
3. One of the commentors who provided multiple comments, Kim McCormick, is representing Bulrush Farms. Ms. McCormick and her client are very concerned about the potential impacts that the Winslow Tap Transmission line rebuild could have on their business and want the opportunity to negotiate for the rights to their land prior to a permit being issued. Additionally, Ms. McCormick raised concerns that the change to the definition of applicant would allow PSE to decline to explore ways to avoid the use of third party property and engage in early negotiations. There is also a concern that having an issued permit prior to negotiations with private owners could potentially give the utility additional standing in an eminent domain hearing.
4. One commentor was generally not in favor of the code changes. Specifically, they were concerned that changes to the ARPA designation requirements and wetland

code could result in PSE being less careful in retaining and protecting trees and native vegetation. They were also concerned that the code changes were being requested simply to allow PSE to avoid applying for permits they *should* be required to obtain (example: Putting overhead and underground primary utilities in a setback could be done now with a variance permit).

IV. APPLICABLE COMPREHENSIVE PLAN GOALS AND POLICIES AND BRIEF STAFF DISCUSSION:

1. WHO CAN APPLY

- GOAL LU-17 - Strive to ensure that basic community values and aspirations are reflected in the City's planning program while recognizing the rights of individuals to use and develop private property in a manner that is consistent with City regulations. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.

Issuing a permit for utility development on land that the utility has not yet negotiated the use of appears to go against the goal of not taking private property for public use without just compensation having been made.

However, requiring a utility to go through the process of acquiring easements and potentially even put a landowner through an eminent domain proceeding for land access when the project and location requirements may change during the review process does not appear to protect landowners from arbitrary action.

- GOAL U-6 - Ensure that permits and approvals for utility facilities are processed in a fair, timely manner and in accord with development regulations and this Plan.

Requiring PSE to negotiate with private owners for easements prior to application when plans may shift during the review process, resulting in a need for additional negotiations after permit issuance, does not support a timely permitting process.

- GOAL U-7 - Ensure that all utility providers give timely public notice and solicit community input on the siting of proposed facilities and on any other substantive projects before seeking City approval.

If the utility were allowed to be an applicant prior to negotiations with landowners, community input would be entirely through the permit process, which may not capture the same feedback as a broader dialogue between PSE and the community on high level

siting alternatives and trade-offs. Standard public notice requirements as part of the permit process are oriented toward site-specific projects, rather than linear projects—therefore, the public notice may be less than optimal for the purpose of community input on facility siting.

2. DEVELOPMENT STANDARDS – AQUIFER RECHARGE PROTECTION AREA

- Policy WR 2.9 - Recognizing that the Island aquifer system is a Sole Source Aquifer as designated by EPA, consider creation and application of one or more aquifer conservation zones for appropriate areas of the Island and institute an added level of development and re-development permit review to prevent or mitigate potential pollutant-generating activities or activities that could affect stormwater runoff and aquifer recharge associated with a proposed land use. The Island's aquifers are protected through critical area regulations and Revised Code of Washington (RCW) 36.70A.550.

Municipal code implements this policy by requiring a designation of an Aquifer Recharge Protection Area (ARPA) when a project reaches a certain size in zone R-0.4, R-1, and R-2. Providing a blanket exemption from ARPA designation would be less supportive of the comprehensive plan's policies to protect aquifer recharge than a more narrowly construed exemption. An exemption that includes an alternate path to protecting groundwater recharge, as proposed in the draft ordinance (and described below) would better support the comprehensive plan's policies regarding aquifer recharge protection.

- GOAL U-1 - Ensure that reliable utility services are available to all Bainbridge Island residents.

The utility provider's ability to negotiate easement rights do not extend to the ability to designate an ARPA. Without a utility exemption from ARPA designation requirements, larger utility projects in zoning districts R-0.4, R-1, and R-2 would not be able to move forward.

- GOAL U-5 - Ensure that new or major renovations to existing utility facilities are designed to minimize adverse impacts on residents and the environment.

An exemption from ARPA that includes a vegetation mitigation plan (as described below and as proposed in the draft ordinance) would support this goal.

3. PROHIBITED ACTIVITIES (WETLANDS)

- Policy EN 10.2 - Encourage the retention of existing trees and vegetation and the

planting of new trees and vegetation that provides natural filtration of suspended particulate matter, removes carbon dioxide and improves air quality.

Without a way to properly maintain and upgrade existing systems, it would be necessary for PSE to consider installation of new linear infrastructure. Assuming a new corridor free of category I and II wetlands could be identified (which has not been possible to date), this would require clear cutting large swaths of forested area and creating major ground and vegetation disturbance. Therefore, this policy is best supported through allowing maintenance and upgrade projects within Category I and II wetlands per PSE's request.

- Policy EN 19.1 - Encourage protection, restoration and maintenance of existing vegetation that has environmental, wildlife habitat and aesthetic qualities including tree groves, significant tree stands, forested hillsides and vegetation associated with wetlands, stream corridors, riparian areas, steep slopes and areas subject to erosion.

The staff recommended draft ordinance, described below, includes requirements for maintenance and upgrade projects in Category I and II wetlands to demonstrate no net loss and mitigation sequencing, which encourages protection and restoration of vegetation and habitat. By allowing new construction only within or adjacent to existing right-of-way where ground disturbance has already occurred, the staff recommended language encourages the least disturbance to wetland vegetation while allowing needed utility expansions to move forward.

- Policy WR 2.4 - Assess the impacts of proposed activities and development on the flow of springs and streams and levels of wetlands that are either sustained by groundwater discharge or contribute recharge to groundwater, and require an assessment of anticipated hydrologic impacts. Activities or development may be restricted if the report indicates any adverse impacts.

Both new projects and non-exempt maintenance/upgrade projects will require a wetland report with the critical area permit application that provides an assessment of impacts to the wetland and appropriate mitigation requirements.

- GOAL WR-3 - Achieve no net loss of ecological functions and processes necessary to sustain aquatic resources including loss that may result from cumulative impacts over time.

Both new projects and maintenance/upgrade projects will require demonstrating mitigation sequencing and no net loss with the required critical area permit.

- GOAL U-14 - Ensure adequate, cost effective, reliable, and environmentally responsible electric service to the citizens of Bainbridge Island.
- Policy U 14.3 - Encourage the electric service provider to improve reliability, with particular attention to adding transmission redundancy and mitigating impacts on service from storms or other natural events.

PSE has not been able to identify a route for the required new infrastructure to meet current or future demands that does not require going through Category II wetlands. Additionally, they need to be able to maintain and upgrade existing infrastructure for both capacity and safety reasons. Therefore, these goals and policies are only supported if PSE's request related to wetlands is accommodated.

4. STANDARD LOT DIMENSIONAL STANDARDS & PERMITTED HEIGHT MODIFICATIONS

- GOAL U-6 - Ensure that permits and approvals for utility facilities are processed in a fair, timely manner and in accord with development regulations and this Plan.

Current code and practice that requires a new conditional use permit for a single one- to three-foot diameter pole along an existing corridor may be disproportionate to the impact, causing an overly lengthy review.

Staff recommended language adding clarity on allowed height modifications and permitting requirements for linear utility projects supports a consistent and fair review process.

5. PERMITTED SETBACK MODIFICATIONS

- Policy EN 10.2 Encourage the retention of existing trees and vegetation and the planting of new trees and vegetation that provides natural filtration of suspended particulate matter, removes carbon dioxide and improves air quality.

Requiring the utility to divert overhead or underground infrastructure in order to accommodate setbacks would cause greater land and vegetation disturbance than necessary. Therefore, this policy is best supported if PSE's request related to setbacks is accommodated.

- GOAL U-6 - Ensure that permits and approvals for utility facilities are processed in a fair, timely manner and in accord with development regulations and this

Plan.

Overhead and underground accessory utilities are already allowed in setbacks. Overhead and underground primary utilities are traditionally found either in right-of-way or in setbacks directly adjacent to right-of-way, so requiring an additional variance permit may be disproportionate to the impact, causing an overly lengthy review.

- GOAL U-3 - Ensure that utility services are adequate to meet current demands, and that utility providers plan for future demands.

This goal is best supported if PSE's requests are accommodated, since the requests relate to the upgrade projects PSE has planned to address current and future demands on electric service.

V. RECOMMENDATIONS & ANALYSIS

The staff proposed ordinance balances the needs of PSE with feedback from the community and Planning Commission, a careful review of the Comprehensive Plan, and staff analysis. The following code recommendations are incorporated into the draft (see Attachment 1):

1. NO CHANGE TO WHO CAN APPLY

PSE's request stems from the fact that linear electric utility infrastructure is typically installed on easements for the benefit of the public, over potentially many dozens of properties. Additionally, project details may change during the review process, and PSE may not be able to precisely identify needed rights before going through the land use and environmental permit processes. Current code requires PSE to obtain rights to property prior to having a final, approved, plan set, and may cause PSE to acquire rights to property that ends up being unnecessary.

Current code is, however, in line with the definition of applicant in other municipalities. It may be in the interest of private property owners to negotiate property rights prior to permit submittal. Additionally, since not all permit applications require a public notice, there is a possibility that the first time a property owner hears about a project that impacts their property would be after a permit has already been issued, if PSE's request were to be granted.

Several alternatives were developed and analyzed during the public process that are not ultimately recommended to move forward. One such alternative is to allow PSE to inform impacted property owners of the project prior to application but allow

them to apply for land use permits prior to acquiring rights to the property. In this case, the land use permit would not be issued until such rights are acquired. This alternative was ultimately not recommended due to the possibility of an appeal after land use permit issuance that could change the placement requirements of the project—for the utility applicant, the risks remain the same as current code.

Another alternative is to allow PSE to submit and receive issued land use permits without acquiring the rights to the property, but to require property owner authorization before submitting a building permit application for the project. This alternative was ultimately not recommended because there exists a subset of PSE projects that do not require building permits such as adding a small number of poles that do not disturb enough ground to require a grade and fill permit.

Ultimately, no action on this portion of PSE's request can satisfy PSE's intent while still affording private property owners the ability to negotiate property rights prior to the permitting of work to be completed on their land. However, it also subjects those same property owners to potentially unnecessary easement negotiations if a project location ends up changing during permit review or through an appeal. Absent a better solution, staff proposes no action on this portion of the request, and this section of the code is absent from the draft ordinance.

2. ADD AN EXEMPTION FROM ARPA DESIGNATION REQUIREMENTS FOR UTILITY DEVELOPMENT ON LAND NOT OWNED BY THE UTILITY WHEN COMBINED WITH A VEGETATION RESTORATION PLAN.

BIMC requires that any proposed development or activity requiring a site assessment review located in zoning designation R-0.4, R-1, R-2 also requires the designation of an ARPA with limited exceptions. Groundwater recharge is of particular concern for the City because the Island's drinking water is supplied solely by groundwater. If a project proposes ground disturbance that presents a potential impact on aquifer recharge, ARPA is the primary vehicle to mitigate that impact in code. However, PSE's ground disturbance typically extends across many properties, over which PSE has no authority beyond acquiring easements specifically for the purpose of the placement and maintenance of utility infrastructure. Without an exemption, PSE would not be able to move forward with projects for new and upgraded infrastructure in zoning districts R-0.4, R-1, or R-2. The comprehensive plan is supportive of aquifer recharge protections, but does not specify that this must be done specifically through the designation of an ARPA. Staff proposes using a

vegetation restoration plan in lieu of the ARPA designation for utility projects that will be conducted on land not owned by the utility in zoning districts R-0.4, R-1, and R-2.

3. ALLOW ONLY NEW DISTRIBUTION AND TRANSMISSION UTILITY CORRIDORS (NOT ALL PRIMARY UTILITIES) IN CATEGORY II WETLANDS WHEN WITHIN OR ADJACENT TO EXISTING ROAD RIGHT-OF-WAY. REQUIRE A CRITICAL AREA PERMIT AND THE DEMONSTRATION OF MITIGATION SEQUENCING.

As an island, the City's Category I and II wetlands are relatively rare and vulnerable to the effects of development and the prohibition on primary utilities in these wetlands clearly protects the functions and values of these critical areas. However, as noted in the Best Available Science review provided by the applicant, linear utilities such as transmission and distribution line corridors are functionally different than utilities such as wastewater facilities, substations, etc. While these corridors do disturb vegetation, they do not add noise, light, or ongoing pollution, and only have periodic human disturbance in the form of maintenance which, if installed next to existing road right-of-way, can be done from the hard surface of the existing pavement. The disturbance is typically limited to poles one- to three-feet in diameter and spaced 150-200 feet apart for distribution and 300-400 feet for transmission lines and vegetative clearance around the infrastructure needed for safety. Moreover, the placement of electric linear infrastructure does not have unlimited flexibility. It is required to connect to specific existing locations (such as substations) both within the community and to infrastructure outside the City limits. PSE has been unable to locate a path for the proposed new linear infrastructure that entirely avoids Category II wetlands, but they are able to follow a path through Category II wetlands that has already been disturbed by road right-of-way.

To control the potential for negative impacts to the Category II wetlands, new infrastructure will only be allowed within or adjacent to existing road right-of-way and a critical area permit and demonstration of mitigation sequencing are included as requirements in the proposed draft ordinance.

ALLOW ADDITIONAL MAINTENANCE ACTIVITIES FOR ONLY DISTRIBUTION AND TRANSMISSION UTILITY CORRIDORS (NOT ALL PRIMARY UTILITIES) WITH A CRITICAL AREA PERMIT AND THE DEMONSTRATION OF MITIGATION SEQUENCING.

PSE's electrical linear systems have been in place in some capacity since the 1960s and

resulted in the placement of infrastructure in locations that are now regulated as critical areas. As infrastructure ages, it must be repaired, replaced and upgraded to provide reliability and comply with current standards. Critical area regulations were not in place at the time of installation of much of the electricity infrastructure serving Bainbridge Island residents today. Without a way to properly maintain and upgrade existing systems, the utility would need to consider installation of entirely new linear infrastructure (assuming an as yet unidentified corridor free of Category I and II wetlands could be found), which could require clear cutting large swaths of forested area and major ground disturbance.

Maintaining and upgrading distribution and transmission lines can include replacing equipment with equipment of different sizes and maintaining safety clearances if vegetation becomes incompatible with the lines or equipment in a way that would not meet the definition of an exempt activity. However, tree and tree assemblages in wetlands and their buffers are an important part of how the state wetlands rating system categorizes wetlands. To control the potential for negative impacts to wetlands, exceptions for maintenance and upgrade activities are proposed to be narrowly allowed with a critical area permit and a demonstration of mitigation sequencing and no net loss.

4. MOVE HEIGHT ALLOWANCES FOR DISTRIBUTION AND TRANSMISSION LINES TO THE DIMENSIONS TABLE.

When reviewing current municipal code, determining height and permit requirements for a distribution or transmission utility project takes review of potentially five sections of code. This can be simplified by including height allowances for transmission and distribution poles in the dimensions table rather than pointing to the modifications table. Current policy does not require an additional conditional use permit in order to use the allowed height modifications, so this would not be changing the permitting requirements, just simplifying the review.

ADD A DEFINITION FOR “UPGRADE”.

Code states that an upgrade to an existing transmission or distribution line is considered a permitted use that can be done without a conditional use permit, but does not currently provide a definition of upgrade. The definition in the staff recommended ordinance is: activities that involve a level of intensification or expansion of existing infrastructure. This can involve replacement of existing infrastructure, but also replacing equipment with equipment that meets different

operational standards and/or adds capacity to the system.

ALLOW ADDING A NEW POLE ALONG AN EXISTING CORRIDOR WITHIN 20 FEET OF THE EXISTING INFRASTRUCTURE TO BE CONSIDERED PART OF AN UPGRADE, AND A PERMITTED USE.

Requiring only those permits that will add value to the review of the project is important to providing a fair and timely review process. Allowing a new pole along an existing corridor that is the same height as the poles around it is not likely to have a large enough impact to justify requiring a new conditional use permit. It is possible that a view may be slightly impacted, but a one- to three-foot diameter pole added along an existing corridor within 20 feet of the existing infrastructure is unlikely to have a major impact to line of site.

IF A PERMIT IS REQUIRED FOR HEIGHT MODIFICATIONS, REQUIRE A CONDITIONAL USE PERMIT, NOT A SITE PLAN REVIEW.

Review of the different code sections reveals a discrepancy that can be rectified with the staff recommended ordinance. There is a section that requires poles taller than the allowed height to apply for a site plan review. However, the code sections that provide the conditions under which additional height can be allowed are found in the conditional use permit code. The specific criteria for conditional use permits related to additional height are more applicable to the situation; therefore, the staff recommended ordinance replaces the references to site plan review with a conditional use permit.

POLES THAT WILL BE PLACED MORE THAN 20 FEET FROM EXISTING INFRASTRUCTURE WILL STILL REQUIRE CONDITIONAL USE PERMIT.

A pole placed more than 20 feet from the existing infrastructure would be considered not a part of the existing line. Primary utilities are a conditional use in every zoning district within Bainbridge Island with the exception of the Business Industrial district, so any project larger than adding a pole to an existing line (outside of the Business Industrial district) would still require a conditional use permit.

5. ALLOW OVERHEAD AND UNDERGROUND PRIMARY UTILITIES IN SETBACKS WHEN THE UTILITY IS NOT THE PRINCIPAL USE OF THE SITE. Overhead and underground accessory utilities are already allowed in setbacks. Overhead and underground primary utilities are similar in character to overhead and underground accessory utilities and are traditionally found either in right-of-way or in setbacks directly adjacent to right-of-way. Requiring the utility to divert overhead or underground infrastructure in order to accommodate a 5-, 10- or even 25-foot

setback seems unnecessarily burdensome and would cause greater land and vegetation disturbance. Additionally, setbacks are meant to restrict structures inside the parcel from impacting adjacent parcels. They are not intended to prohibit infrastructure from the outside entering the property. PSE's requested language was modified slightly in the staff recommended ordinance to ensure clarity.

VI. CONCLUSIONS

To support Bainbridge Island's comprehensive plan utility goals, adjustments to code are necessary to allow for PSE proposed projects to increase capacity and system redundancy. These projects include constructing, extending, maintaining, and upgrading existing and new facilities both at site-specific locations (such as substations), and for linear infrastructure spanning multiple parcels (such as transmission and distribution lines). However, such adjustments must carefully balance the City's goals regarding the environment and natural resources. Ordinance 2024-04 Utility Regulations as proposed by staff strikes a balance between the needs of the community for utility services and protecting the special features and critical areas of the City of Bainbridge Island.



Code Amendment Support Regulatory Context and Code Comparison Analysis

Background

Puget Sound Energy's (PSE) electrical infrastructure delivers an essential service to the Bainbridge Island community through the provision of power to homes and businesses. Much of the electrical infrastructure on the Island, including the existing Winslow Tap, Port Madison Tap and Foss Corner-Port Madison transmission lines and the Port Madison and Winslow substations, was originally constructed in the 1950s and 60s when Bainbridge Island was part of rural unincorporated Kitsap County. In the 1960s, the area that is now the City of Bainbridge Island had a population under 1,000. Today's population is near 25,000. As the Island's population has grown resulting in a greater demand for electricity, the regulatory environment in which PSE installs, maintains, and upgrades electrical infrastructure has become more complex.

Over the last three years, PSE has worked with the City of Bainbridge Island to identify and request code amendments needed to ensure compliance with the Comprehensive Plan, including Goal U-1 to ensure that reliable utility services are available to all residents of Bainbridge Island and to fulfill PSE's obligation under state law to serve the community with reliable power. In April 2022, PSE submitted a code amendment request to process two code amendments under the City's critical areas ordinance (BIMC 16.20); one pertaining to the requirements to dedicate an ARPA in low density residential zoning districts (BIMC 16.20.100) and one pertaining to the prohibition of primary utilities in Category I and II wetlands (BIMC 16.20.140.G) (see *Code Amendment Request Narrative and Comprehensive Plan Compliance* document and *Best Available Science* Technical Memorandum under City of Bainbridge Island File #PLN52234 LDR) . The City and PSE have also identified two additional needed amendments under the zoning code dimensional standards. The first is within the setback permitted modification table (BIMC Table 18.12.040) and it does not include an allowance for PSE to install essential utility infrastructure within zoning setbacks. The second includes the combination of permitted height modifications for poles in BIMC Table 18.12.040 and an associated height exemption provision in BIMC Table 18.12.020-2 that provide inconsistent processes for exceeding the height of a zoning district. Prior to 2022, the City has not interpreted the exemption provision in BIMC Table 18.12.020-2 that requires structures over the height of the zoning district to apply to utility poles. These amendments are needed to support the installation, upgrade and maintenance of PSE's linear distribution and transmission line infrastructure. Additionally, parcel-based facilities must connect to linear facilities in order to serve the community. These amendments will ultimately support the operation of the electrical system on Bainbridge Island. A fifth code amendment request has also resulted from the City's application of BIMC 2.16.020.D to preclude

PSE from submitting permits on property not owned by PSE without written authorization from the underlying property owner. PSE expects that all of the amendments will support the evolving needs of the community as we work towards the delivery of clean energy and meeting the City's Climate Action Plan goals. Flexibility is needed to provide the community with the necessary physical infrastructure to deliver energy.

The purpose of this memo is to provide additional information in support of the requested code amendments, including:

- Background to outline PSE's electrical utility facility operational and regulatory context, and
- A comparative analysis of other jurisdiction codes similar to the codes under consideration for the amendment requests. The jurisdictions selected have one or more characteristics similar to Bainbridge Island.

Linear Transmission and Distribution Infrastructure Operations

Bainbridge Island receives power through two 115 kV transmission lines that cross Agate Pass from Kitsap County. The transmission lines deliver electricity to the three distribution substations on the Island which lower the voltage and send the electricity through a system of 12.5 kV distribution lines and lower voltage service lines to homes and businesses, which are served via lower voltage service lines. Higher voltages are used to move power through transmission lines from generation sources to distribution substations for efficiency over long distances. Lower voltages are used to safely transfer the power through distribution and service lines to homes and businesses. Engineering standards for transmission and distribution facilities vary due to differing voltage standards. Transmission line standards generally result in taller poles with greater distances (or spans) between each pole due to greater clearances required for the conductor from the ground, structures, vegetation and other fixed objects. Distribution lines typically use shorter poles and less distance between poles. Distribution lines may also be located underground and include associated equipment such as transformers and vaults that occur at certain intervals along the alignment. Individual poles locations along a defined corridor and the location of vaults, switches and transformers used with underground distribution lines are based on engineering design and safety standards.

Utility poles are part of expected visual infrastructure in urban and rural environments. In an urban setting, poles are often located within planter strips between the paved street surface and sidewalks or along improved gravel shoulders. On Bainbridge Island, a majority of the roads are lined with maintained vegetation within the road right-of-way, but lacking in improved shoulders and urban features such as curb, gutter, sidewalks and planter strips. Therefore, PSE's poles are often located within the unimproved, maintained vegetation portion of the road right-of-way. PSE must meet safety clearances such as local control zone regulations in order to avoid conflicts with cars and bicycle traffic, which pushes infrastructure to the edge of the legal limits of the road right-of-way, often requiring additional operating rights on adjacent property. Underground distribution infrastructure tends to also be located within unimproved shoulders, as City policy includes a preference for wet utilities to be under the paved surface and dry utilities to be on the outer edge of the right-of-way. Generally, vaults and pad mount transformers that support underground distribution are generally located on easement adjacent to right-of-way, but

are occasionally located within right-of-way in a location that does not interfere with motorized and non-motorized uses. Similar to other utilities such as water, sewer, and communications, the siting of the facilities is based on where the services are transferred from the source of the resource (transmission lines over Agate Pass to substations) to where the it is needed (substations to customers), therefore siting opportunities can be limited.

Regulatory Context

PSE is a regulated utility with a duty to serve our customers with safe, adequate, and efficient power. PSE must comply with state and federal regulations administered by various authorities, including the Washington State Utility and Transportation Commission (WUTC) and the North American Electric Reliability Corporation (NERC). In addition to state and federal requirements that focus on PSE's service to customers, local zoning, environmental and construction codes and standards also apply to PSE's linear infrastructure. A summary of the regulatory context for these linear facilities is outlined below.

State Regulatory Authority

WUTC. The WUTC oversees the provision of electrical service by PSE. The WUTC requires that PSE make its electrical service available to all residents and businesses within the service area in a safe, efficient and reliable manner. This "duty to serve" is codified in state law (RCW 80.28.010). Providing safe and reliable electrical service to our customers, including Bainbridge Island, means minimizing service interruptions and outages. The WUTC controls the rates that can be charged by PSE and has the authority to levy fines against the company for failure to comply with regulatory requirements. Tariffs outlining PSE's services and rates are filed with the WUTC.

Infrastructure projects, including installation of new transmission and distribution lines as well as maintenance and upgrading of existing facilities, can result in costs being borne by customers through rates. For costs to be recovered by PSE, the WUTC makes determinations as to whether the costs incurred were prudent and reasonable. Improvement projects are constructed based on need and designed to keep costs down while meeting safety and reliability requirements. Even after completion of a project that was carefully planned and engineered, the WUTC can decide that certain costs were not prudent and deny PSE the ability to recover those costs through rates. This is a significant incentive for PSE to undertake projects only when necessary and carefully manage costs.

Tariffs. As a regulated utility, tariffs outlining PSE's services and rates are on file with the WUTC. Any changes to the tariffs require review and approval by the WUTC. Although the tariffs are not regulations, PSE is required to comply with the tariff provisions. Tariffs can interact with local jurisdiction regulations. For example, a tariff may apportion utility improvement costs associated with a local requirement to underground electrical lines.

Federal Regulatory Authority

NERC. PSE's transmission system is subject to reliability standards set by the North American Electric Reliability Corporation (NERC), which is subject to oversight by the Federal Energy Regulatory Commission (FERC). The role of NERC is to develop and enforce reliability standards, monitor the transmission systems across the United States, Canada and parts of Mexico, and assess adequacy of systems based on 10-year forecasts and summer and winter forecasts. NERC annually assesses PSE's entire electrical transmission system to ensure standards are met and like the WUTC, NERC has the authority to levy significant fines if it determines PSE is not meeting its standards and has the authority to require the implementation of mitigation to correct violations. At times, NERC reliability requirements change, resulting in the need for PSE to upgrade its infrastructure to meet the new regulations.

Operational Standards

NESC. PSE must follow the National Electrical Safety Code (NESC) standards for installation, operation, and maintenance of transmission and distribution lines. These standards contain the minimum engineering criteria needed for functioning systems to be reliable and resilient. The standards are updated every 5 years to reflect changes in technology and industry practices, and PSE must make changes to its system to meet the new standards. This often means that repair and maintenance activities result in nominally taller poles, different cross arm and/or insulator configurations, and/or greater clearance requirements from structures and other fixed objects. Different standards apply to distribution infrastructure than to transmission infrastructure due to the different voltage of electricity passing through the conductor and greater spacing (or spans) between transmission poles resulting in longer conductor length.

Vegetation Management. A significant factor in PSE's ability to provide safe and reliable power to our customers is the need to manage vegetation along our transmission and distribution corridors. State law provides for the ability to cut or remove vegetation that poses a hazard to the safe operation of PSE infrastructure. PSE has adopted standards for safely managing vegetation that has the potential to interfere with the reliable operation of its electrical infrastructure in order to avoid interruptions and outages.

Eminent Domain. PSE's preference is to acquire needed operating rights on private property through negotiations with property owners. Under state law, PSE can exercise the right of eminent domain if negotiations prove unsuccessful (RCW 80.32.060). PSE works with property owners to only acquire property necessary for the installation and operation of its facilities while limiting impacts to the property. As noted under WUTC authority, it is in PSE's best interest to only acquire the property necessary to install and operate our improvements and to manage costs.

Local Regulations

PSE must also comply with local codes and standards when siting, installing, upgrading and maintaining electrical infrastructure. Due to the linear nature of PSE's transmission and distribution lines, local codes focused on parcel-based development with primary uses where people live or work may not contemplate or incorporate practical regulatory performance standards for the location and operation of PSE's infrastructure. Often, different regulations apply to different portions of a facility depending upon specific locations that are crossed. This includes different zoning and overlay districts, critical areas, shoreline jurisdiction, and areas under the purview of functional plans adopted by local jurisdictions such as transportation improvement plans, parks and recreation plans or subarea plans.

Franchise: PSE has a franchise agreement with the City of Bainbridge Island. The franchise agreement is a contract that outlines the terms in which PSE can use City rights-of-way to locate electrical utility infrastructure to serve the Bainbridge community. Although the franchise is not a regulation, franchise terms can impact installation considerations by the utility. Franchise terms may not align with other City standards and regulations. For example, as discussed later in this document, a utility corridor may extend outside the franchise right-of-way into a zoning setback on private property. Or poles and conductor clearances may need to be located within unimproved portions of a road right-of-way that contain vegetation, critical areas, and buffers to meet safety clearances from traffic.

Local Regulatory Considerations

Local regulations can differ in how electrical utilities are characterized and regulated. PSE encounters differing regulatory standards depending upon specific jurisdiction codes and policies. Electrical utility projects are not common projects encountered by jurisdiction development review staff and jurisdiction development codes are generally focused on primary uses on parcels, not linear facilities that cross several properties and zoning districts and have limited rights unrelated to the primary use of the property. Most utility facilities, including electrical utility facilities, are located within road rights-of-way. PSE's electrical facility operational rights can also extend onto adjacent property. Most jurisdiction standards assume utility placement entirely within improved road right-of-way or as services that are part of parcel-based development such as commercial site plans or subdivisions and do not necessarily contemplate stand-alone utility projects that cross various regulatory environments. Therefore, codes and standards may have gaps that reflect these notions, making implementation of codes and standards in the review of an electrical utility project cumbersome and impractical.

Linear electrical facilities are often located within road right-of-way under a franchise agreement with a jurisdiction collated with other utilities. Unlike sewer or water lines that are often given priority to locate underneath paved services, PSE infrastructure is generally located along the edges of the franchise area, whether above or below ground, with operational rights often extending onto the adjacent property.

Occasionally, PSE poles are installed on private property, but more often conductor clearances, vegetation management, and equipment such as vaults and transformers require operational rights outside the road right-of-way in the form of an easement. Examples of infrastructure that PSE for which PSE acquires easements are included in the *PSE Structures and Equipment* photo glossary. For examples of operational needs that extend outside of road right-of-way associated with poles and conductor, see the *Typical Roadside Utility Line* exhibit.

When PSE's linear infrastructure is not located in public road right-of-way and is instead situated along multiple properties not adjacent to road right-of-way, operational rights are generally in the form of a series of easements that make up a utility corridor. In some instances, other utilities or features are located within the same easement area, including trails, private access roads or other compatible uses. To limit impacts on the primary use of the property, PSE facilities on private property are often located as close as possible to property lines and in areas that are often rendered undevelopable to the property owner, including building setback areas.

Local Regulation Summary

Within PSE's service territory, Bainbridge Island is unique in its character as an incorporated city that includes the entirety of the Island that is separated from a major City by ferry access only. The population of Bainbridge Island is approximately 25,000 and the majority of Bainbridge Island maintains a rural character outside of designated concentrations of non-residential and higher density residential including Winslow, Island Center and Lynnwood Center. The City of Bainbridge Island regulates PSE's transmission and distribution infrastructure as primary utilities and only differentiates between voltages of infrastructure for the purposes of regulating pole height.

The code comparison table includes sample code references from 10 jurisdictions within PSE's service territory with one or more characteristics similar to Bainbridge Island. For example, another Island city within PSE's service territory is the City of Mercer Island; however a major highway (I-90) crosses the Island and connects two major jurisdictions, the cities of Seattle and Bellevue. Mercer Island's population is just over 25,000, but the island area is smaller than Bainbridge Island with approximately 13 square miles verses 65 square miles. Other islands served by PSE include Vashon and Whidbey. Vashon Island is under the jurisdiction of unincorporated King County and Whidbey Island is predominantly under the jurisdiction of unincorporated Island County, however includes incorporated areas such as Oak Harbor, Coupeville, and Langley. Below is a general summary of Bainbridge's code requirements applicable to utility infrastructure in the categories of zoning height regulations, zoning setback regulations, and critical area regulations applicable to wetlands and considerations for each category. Under each Bainbridge Island summary is a comparative summary of the codes examples found in the code comparison table from the other 10 jurisdictions.

Zoning Dimensional Requirements

Building/Structure Setbacks

Bainbridge Island code. The Bainbridge Island zoning code regulates encroachments allowed within zoning setbacks through a table of allowances (BIMC 18.12.040). The table includes an allowance for overhead or underground accessory utilities. In 2021, the City interpreted this to mean that primary utilities are prohibited in setbacks because they are not included as an allowance within the table. It is not clear if this prohibition is only applicable to physical infrastructure such as poles, guys, anchors and vaults or if it includes easement area and rights for conductor clearances and vegetation management activities.

Primary utilities located in zoning setbacks is a common occurrence on Bainbridge Island. Examples of this include one or more poles along a distribution or transmission line within franchise right-of-way extending onto the adjacent property; guy anchors, wires or stub poles on private property adjacent to road rights-of-way; equipment supporting underground distribution lines, including vaults and transformers; and distribution and transmission lines crossing setbacks to connect to a substation. As noted above, facilities on private property are often located in setbacks to limit impacts to the property's primary use and also because a majority of lines are located in right-of-way, but certain elements or supporting equipment can extend onto private property. PSE operating rights within setback areas also include aerial rights for conductor clearances, access, and vegetation management rights.

Other jurisdiction summary. The 10 jurisdictions differ in their treatment of placement of utility facilities in zoning setbacks. Most codes apply setbacks to buildings and only regulate whether building features or appurtenances associated with the primary use of the property can extend into a setback. Two of the jurisdiction codes acknowledge utility poles as an allowed encroachment in setbacks. Most codes focus on addressing encroachments that are features of the primary use/building and extending outward from the building towards the property lines. Even Bainbridge Island's zoning code acknowledges this in BIMC 18.12.050 noting that setbacks extend from a building to a street. The other jurisdiction codes do not address or prohibit locating a pole on easement in a setback area as an extension of the utility placement in road right-of-way or as a subordinate use in cross country corridors. Most codes are silent as to whether utility poles are an allowed encroachment, but the jurisdictions do not interpret the lack of allowance to mean poles are prohibited in setbacks. None of the codes reviewed specifically prohibit utility poles or other utility features in zoning setbacks.

Under state law, PSE's duty to serve customers requires that the installation and operation of PSE infrastructure cannot be precluded. This necessity is recognized under state law granting PSE the right to exercise eminent domain. By power of eminent domain, PSE has the right to acquire property rights necessary for the installation and operation of our facilities if no other alternative location is feasible, including within zoning setbacks. However, there is no known instance of any jurisdiction denying PSE the ability to locate infrastructure within a zoning setback regardless of whether the local code allows poles in setback areas.

Building/Structure Height

Bainbridge Island code. The same table that provides allowances for encroachments into setbacks in BIMC 18.12.040 also includes modifications to height limits for certain structures, including utility poles. The table provides for height allowances within operational ranges for distribution and transmission poles that are above the building height limits for all zoning districts. These operational heights are based on engineering standards and clearances. The standard typical length for a distribution poles is 40-45 feet, resulting in 34 – 38.5 feet of the pole extending above grade when the pole is embedded in the ground. For transmission poles, heights above grade can typically vary from 60 - 100 feet, but can go higher if design considerations warrant a taller pole, including the collocation of communication lines or the need to increase pole height to cross other right-of-way features such as street lights. An example at the tallest end of the spectrum are the poles supporting the transmission lines crossing Agate Pass, which are 140 feet in height due to the span length and in order to meet regulatory clearances from the Agate Pass Bridge. Operationally, poles generally must exceed the height limits of the underlying zoning districts on Bainbridge Island, particularly in residential zones. BIMC 18.12.020 contains a provision that alternative height limits may apply for nonresidential uses that exceed the maximum building and structure height allowances if conditional use permit provisions in Title 2 are met. BIMC 18.12.040 provides a provision for replacement poles to go through minor site plan review. The City of Bainbridge Island has recently interpreted the conditional use permit requirement in BIMC 18.12.020 to apply to the addition of poles along an existing corridor since the language in Table BIMC 18.12.040 reference replacement poles. In almost every case, operational pole height needs will exceed the base heights allowed in each zoning district in BIMC 18.12.020 and adding poles along existing corridors does not expand or intensify the underlying use.

Other jurisdiction summary. In most cases, height restrictions within zoning dimensional standards are specific to buildings only. A few codes provide exceptions to height standards for utility poles, and none require a permit review process to exceed the underlying zoning height dimensional standard. None of the other codes reviewed include specific height thresholds for distribution and transmission line poles.

PSE determines operational pole height based on NESC standards. As a regulated utility whose costs are scrutinized and passed onto rate payers, PSE does not have incentives to install poles taller than necessary. Heights applicable to buildings do not appropriately transfer to the engineering needs of utility poles. Based on PSE's duty to serve our customers under state law, the installation of poles of appropriate operational heights cannot be precluded by a jurisdiction. The requirement for a lengthy discretionary review process to add a pole to an existing, established use and to maintain and upgrade infrastructure to support an essential public service appears unnecessary and inconsistent with the general approach to regulating utility poles.

Critical Areas - Wetlands

Bainbridge Island Code. The Bainbridge Island critical areas regulations pertaining to wetlands (BIMC 16.20.140) include a provision that prohibits certain uses, activities and developments with Category I and II wetlands, including primary utilities. This provision does not consider that there may be no other

option for the installation of new linear utilities than to cross wetlands, including Category II wetlands that extend into unimproved road right-of-way. It also does not consider the need to upgrade existing utilities within Category I and II wetlands when the upgrade does not qualify as repair and maintenance under the critical areas exemptions. See PSE's *Code Amendment Request Narrative and Comprehensive Plan Compliance* and HDR's *Best Available Science* Technical Memorandum submitted in April 2022 under File #PLN52234 LDR for further discussion.

Other jurisdiction summary. None of the jurisdiction codes reviewed prohibit utilities in wetlands, aside from King County (Vashon Island) not allowing utilities in Category I wetlands. If utilities are not an allowed alteration outright, all jurisdictions provide an allowance through a public utility or alteration exception process, including King County. These exception processes recognize the need to provide essential utilities while balancing environmental protection through appropriate mitigation measures.

Critical Areas – Aquifer Recharge Protection Areas

Bainbridge Island Code. The Bainbridge Island critical areas regulations (BIMC 16.20.100.E.1) require the designation of an Aquifer Recharge Protection Area (ARPA) when development occurs on property located within the R-0.4, R-1 and R-2 zoning districts and Site Assessment Review (SAR) is required. The code does not distinguish between development by a fee owner of a parcel who may develop and use the entire parcel, and development by an easement holder, like PSE, who only has rights to use a portion of the property for a specified use or activity and does not hold fee interest in the property. PSE does not have rights on private property outside of its easement areas, apart from rights of ingress and egress granted under state law, and PSE cannot meet the requirement to dedicate and record an ARPA on property title. See PSE's *Code Amendment Request Narrative and Comprehensive Plan Compliance* document.

Other jurisdiction summary. Bainbridge Island is the only jurisdiction to regulate aquifer recharge areas based on zoning district and not by limiting or assigning performance standards to land uses and activities that can potentially impact groundwater. No other jurisdiction requires dedication of an ARPA or similar conservation easement to protect groundwater. Therefore, other jurisdiction Aquifer Recharge Protection Area codes are not documented in the code comparison table.

Who Can Apply

Bainbridge Island Code. BIMC 2.16.020.D.1 identifies who can apply for any type of permit that requires review and approval under Bainbridge Island code. The code states that, "A property owner, a contract purchaser, or an agent of the owner with authorized written proof of agency may apply for any type of permit." This code section does not appear to contemplate PSE's unique status as an essential utility provider. When PSE facilities are located on easement, PSE is not a property owner as defined in BIMC 18.36.030, as PSE does not have a fee interest in the property. PSE is also not acting as an agent of the underlying property owner, as electric lines and equipment are for the benefit of the public.

Additionally, PSE may not be able to identify the rights needed for a project until after the City approves discretionary permits and the design can be completed.

Other jurisdiction summary. Of the 10 jurisdictions in the comparison table, six require an applicant to be an owner or have written authorization/consent from the owner(s). Two jurisdictions specifically identify public or private utilities as applicants, one jurisdiction does not have a definition of applicant outside the subdivision and wireless provisions in the code, and one allows any person or entity to be an applicant.

In the past ten years, PSE has worked with three other jurisdictions (Pierce County, Bellevue, and Kirkland) that have codes similar to Bainbridge Island that have all processed PSE's permit applications for new transmission line projects, pending PSE's acquisition of easements along the transmission line route. These jurisdictions have accepted a letter from PSE describing its unique status as a regulated utility with the ability to use eminent domain to acquire rights for electrical facility installation and operation under RCW 80.32.060 in lieu of requiring evidence of PSE's easement rights or owner consent. These jurisdictions have processed and issued land use and environmental permits but withheld issuance of ministerial construction permits until PSE has acquired all necessary easement rights and permissions. This process allows for a timely and efficient permit review process while preserving and resolving property rights considerations before any construction may occur. Additionally, PSE recently submitted permits to construct a portion of a new transmission line corridor within unincorporated King County. As the County acknowledges utilities as applicants, PSE was able to submit permits, but the permits were not approved for construction until proof of easement was provided.

Code Comparative Analysis Tables

Jurisdiction: Island County
Size: 517 square miles
Population: 87,432 (2021)

USE DEFINITIONS		
Transmission Lines:		
Utilities, major means public facilities that serve a broader geographic area of the county. Major utilities include generating plants, privately owned refuse collection and transfer stations, processing, recycling or disposal facilities, electrical transmission substations, electrical and gas transmission lines, and similar facilities of public agencies or utilities. Major utilities do not include a throughput transmission facility or communication tower.		
Distribution Lines:		
Utilities, minor means public facilities that serve a localized geographic area of the county. Minor utilities include utility facilities that are necessary to support established uses and involve only minor structures such as, telephone switching facilities, electrical distribution substations, electrical and gas distribution lines and pumphouses. Minor utilities do not include throughput transmission facilities or communication tower.		
SETBACKS		
Definitions		
Yard means an open space, other than a court, on the lot on which a building is situated lying between the front, rear, or side wall of a building and the nearest lot line.		
Applies to:	Buildings	
Are poles included in code:	No	
Allowed Encroachments		
Only addressed in Freeland Zoning Code (Chapter 17.06).	accommodation for disabled, rain barrels and cisterns, uncovered and unenclosed decks or entry stairs, porch encroachment, other architectural features and appurtenant structures.	
HEIGHT		
Definitions		
Height, building shall be defined and measured as provided by the most recent edition of the International Building Code (IBC) and the International Residential Code (IRC).		
Applies to:	Buildings	
Are poles included in code:	No	
Exceptions		
Chimneys, smokestacks, fire or parapet walls, ADA-required elevator shafts, flagpoles, utility lines and poles, water tanks, skylights, silos, communication sending and receiving devices, HVAC and similar equipment, and spires associated with places of worship are exempt from height requirements. (not included under every zoning district; however building height is specified)		
WETLANDS		
Transmission or distribution Lines Prohibited in Wetlands? No		
Allowances		

ICC 17.02B.300 Exempt activities	A. Exemptions 1. No permit is required under this chapter which meets the precise terms of the exempt activities. 2. For development proposals that do not meet the precise terms of an exempt activity, the Planning Director may, through a Type I process, determine whether or not a development should be classified as an exempt activity.
	B. Fish and wildlife habitat conservation areas and wetlands.
	5. Utility repair. Normal and routine maintenance or repair of existing utility facilities or rights-of-way.
	6. Utility construction in improved right-of-way. Installation, construction, relocation, operation, normal maintenance or repair, or alteration of all utility lines, equipment, or appurtenances, not including substations, in improved and maintained road rights-of-way. Replacement may be considered an exempt activity if it is the normal method of repair. Relocation of utility lines, equipment, or appurtenances shall occur as far as feasible from the critical areas and its buffer.
ICC 17.02B.310 –C. Wetlands permitted alterations.	3. Public transportation and utility projects. Alteration of a wetland or wetland buffer for a public transportation or utility project that cannot be avoided as required by chapter 17.02B.080.B shall be approved only under specific conditions.
Definitions	
Critical area permit means a permit issued pursuant to the requirements of this chapter. Critical area permits include: exemption authorizations, permitted alteration permits, and critical area variances.	
Maintenance or repair means usual acts to prevent a decline, lapse, or cessation from a lawfully established condition or restores a development to a state comparable to its original condition, including but not limited to maintaining the same size, shape, configuration, location and appearance, provided such restoration is commenced within a reasonable period of time. Replacement of a structure is not considered normal maintenance or repair, except where specifically authorized by this chapter or section 17.03.230. With respect to structures, repairs that exceed fifty (50) percent of the value of the structure over any three-year period shall constitute replacement and shall not be considered maintenance or repair.	
Applicant	
ICC 17.03.040: Definitions	Applicant means any person who files an application subject to to review under titles 16 or 17 who is either the person(s) identified in the assessor's records as the owner of the property on which the proposed activity would be located or the authorized agent of such person.

Jurisdiction: City of Langley
Size: 1.6 square miles
Population: 1,150 (2021)

USE DEFINITIONS		
“Utilities” means those services provided for private or public use, including electric power lines, gas lines, telephone lines, television cables, sewer lines, water lines, and drainage facilities.		
“Structure” means a combination of materials constructed and erected permanently on the ground or attached to something having a permanent location on the ground, not including utility poles and related pad-mounted or ground-mounted distribution equipment, residential fences less than six feet high, retaining walls, rockeries and other similar improvements of a minor character less than four feet high.		
SETBACKS		
Definitions		
“Encroachment” means any structural element that encroaches.		
“Setback” means the minimum distance required by this title for buildings and/or structures to be set back form the street, side or rear lot lines, rights-of-way or access easements.		
Applies to:	Buildings and structures	
Are poles included in code?	No	
Allowed Encroachments		
All parts of the structure or building including, without limitation, cornices, eaves, canopies, sun shades, gutters, chimneys and flues shall be considered in calculating the location of the structure or building in determining compliance with the setback requirements of this section.		
HEIGHT		
Definitions		
“Building height,” for the purposes of this title, except for Chapter 18.26, means the vertical distance measured from the grade to the highest point of the roof (see exemptions in definition of “grade” below), provided, however, that “building height,” for the purposes of Chapter 18.26 means the vertical extent of a building measured in stories.		
“Grade” means the average of the existing or finished ground level, whichever is lower, at the center of all walls of a building or beneath the proposed structure, whichever is applicable. This following items are exempt when making height determinations: 1. Radio and television aerials and flagpoles. 2. Other Features. Open rails, planters, skylights and chimneys may exceed the height limits by four feet or may extend four feet above the ridge of a pitched roof. 3. Wireless communication antenna arrays up to a height of 15 feet from the highest point of the roof.		
Applies to:	Buildings	
Are poles included in code?	No	
Exceptions		
Height modification allowed in commercial zones applies to building height.		
Wetlands		
Transmission or distribution lines prohibited in wetlands? Yes - alteration of Category I wetlands is prohibited (LMC 16.20.080.B.a.(1)).		
Allowances		
LMC 16.20.075 Wetlands and streams – exemptions.	D. Maintenance, operation and reconstruction of existing roads, streets, utilities and associated structures undertaken pursuant to public works director approved best management practices; provided, that activities shall not increase the impervious area and that disturbed areas are restored to their preexisting condition.	
	H. Construction of new utility facilities or improvements to existing utility facilities that take place within existing improved right-of-way or existing impervious surface that does not increase the amount of impervious surface, or the use of trenchless technology such as boring or tunneling, that would not disturb the habitat.	
LMC 16.20.080 Wetlands and streams -	1. If the application of the wetland and stream provisions of this chapter would prohibit a street, road or utility line proposal by a public agency or utility or the installation of the necessary utilities for a development proposal by a public agency or utility, the agency, utility or private applicant may apply for an exception pursuant to this section. Projects affecting Category I and II wetlands, Type 1 or 2 streams or otherwise requiring review and decision by the hearing examiner shall be decided by the hearing examiner.	
C. Public Agency and Utility Exceptions.		
Definitions		
“Alterations of a wetland or stream” means the placement or erection of any solid material or structure; the discharge or disposal of any dredge material or waste, including filling, grading, channelization, removing, dredging, draining, extraction of any materials; the discharge of any dredge material or waste, including filling, grading; the removal or harvesting of trees or other vegetation; or the modification for use as a stormwater retention/detention facility.		

“Repair or maintenance” means an activity that restores the character, scope, size and design of a serviceable area, structure or land use to its previously authorized and undamaged conditions. Activities that change the character, size or scope of a project beyond the original design and drain, dredge, fill, flood, or otherwise alter critical areas are not included in this definition.

Applicant	
LMC 18.36.010 Applications.	C. Required Submittals. For each application, the required submittals include the following: 1. The applicant, owner or owner's representative names and addresses, a certificate of ownership issued by a title insurance company authorized to do business in the state and indication of the person to be contacted regarding the application.

Jurisdiction: Vashon Island
Size: 36.9 square miles
Population: 10,400 (2020)

USE DEFINITIONS		
Regional utility corridor. A right-of-way tract or easement other than a street right-of-way which contains transmission lines or pipelines for utility companies. Right-of-way tracts or easements containing lines serving individual lots or developments are not regional utility corridors.		
Utility corridor. A narrow strip of land containing underground or above-ground utilities and the area necessary to maintain those utilities. A "utility corridor" is contained within and is a portion of any utility right-of-way or dedicated easement.		
Utility facility. A facility for the distribution or transmission of services, including:		
A. Telephone exchanges;		
B. Water pipelines, pumping or treatment stations;		
C. Electrical substations;		
D. Water storage reservoirs or tanks;		
E. Municipal groundwater well-fields;		
F. Regional surface water flow control and water quality facilities;		
G. Natural gas pipelines, gate stations and limiting stations, limited to local distribution service and excluding fossil fuel facilities;		
H. Propane, compressed natural gas and liquefied natural gas storage tanks serving multiple lots or uses from which fuel is distributed directly to individual users, limited to local distribution service and excluding fossil fuel facilities;		
I. Wastewater pipelines, lift stations, pump stations, regulator stations or odor control facilities; and		
J. Communication cables, electrical wires and associated structural supports.		
SETBACKS		
Definitions		
Setback. The minimum required distance between a structure and a specified line such as a lot, easement or buffer line that is required to remain free of structures.		
Applies to:	Structures	
Are poles included in code?	yes	allowed encroachment below
Allowed Encroachments		
KCC 21A.12.170 Setbacks – projections and structures allowed. Provided that the required setbacks from regional utility corridors of KCC 21A.12.140, the adjoining half-street or designated arterial setbacks of KCC 21A.12.160 and the sight distance requirements of KCC 21A.12.210 are maintained, structures may extend into or be located in required setbacks, including setbacks as required by KCC 21A.12.220.B, as follows:		
H. Telephone, power, light and flag poles.		
I. The following may project into or be located within a setback, but may only project into or be located within a five foot interior setback area if agreement documenting consent between the owners of record of the abutting properties is recorded with the records and licensing services division prior to the installment or construction of the structure:		
1. Sprinkler systems, electrical and cellular equipment cabinets and other similar utility boxes and vaults.		
HEIGHT		
Applies to:	Structures	
Are poles included in code?	yes	exception below
Exceptions		
KCC 21A.12.180 Height – exceptions to limits. The following structures may be erected above the height limits of KCC 21A.12.030-050.		
B. Fire or parapet walls, skylights, flagpoles, chimneys, smokestacks, church steeples, crosses, spires, communication and transmission and receiving structures, utility line towers and poles, and similar structures.		
WETLANDS		
Transmission or distribution lines prohibited in wetlands? No		
Allowances		
KCC 21A.24.070 Alteration exception.	A. The director may approve alterations to critical areas, critical area buffers and critical area setbacks, except for flood hazard areas, not otherwise allowed by this chapter as follows:	
	1. Except as otherwise provided in subsection A.2. of this section, for linear alterations, the director may approved alterations to critical areas, critical area buffers and critical area setbacks only when all of the following are met.	
	a. there is no feasible alternative to the development proposal with less adverse impact on the critical area;	
	b. the proposal minimizes the adverse impact to critical areas to the maximum extent practical;	
	c. the approval does not require the modification of a critical area development standard established by this chapter;	
KCC 21A.24.045 Allowed alterations.	d. the development proposal does not pose an unreasonable threat to the public health, safety or welfare on or off the development proposal site and is consistent with the general purposes of this chapter and the public interest;	
	e. the linear alteration: (1) connects to or is an alteration to a public roadway, regional light rail transit line, public trail, a utility corridor or utility facility or other public infrastructure owned or operated by a public utility; or (2) is required to overcome limitations due to gravity.	
	Construction of new utility corridor or utility facility	
	- Allowed within existing roadway if conducted consistent with regional road maintenance guidelines.	
	- Limited to pipelines, cables, wires and support structures of utility facilities within utility corridors if there is no alternative location with less adverse impact on the critical area and critical area buffer and meet performance criteria (including maintenance roads).	
Construction of new residential utility service distribution line		
- Allowed within existing roadway if conducted consistent with regional road maintenance guidelines.		
- Allowed for residential utility service distribution lines to residential dwellings, including, but not limited to, well water conveyance, septic system conveyance, water service, sewer service, natural gas, electrical, cable and telephone if there is no alternative location with less adverse impact on the critical area or the critical area buffer and the residential utility service distribution lines meet performance criteria to the maximum extent practical.		
Maintenance, repair or replacement of utility corridor or utility facility		
- Allowed within existing roadway if conducted consistent with regional road maintenance guidelines.		
- Limited to pipelines, cables, wires and support structures of utility facilities within utility corridors if there is no alternative location with less adverse impact on the critical area and critical area buffer and meet performance criteria (including maintenance roads).		
- Allowed for onsite private individual utility service connections or private or public utilities if the disturbed area is not expanded and no hazardous substances, pesticides or fertilizers are applied.		
Definitions		
Alteration. any human activity that results or is likely to result in an impact upon the existing condition of a critical area or its buffer. "Alteration" includes, but is not limited to, grading, filling, dredging, channelizing, applying herbicides or pesticides or any hazardous substance, discharging pollutants except stormwater, grazing domestic animals, paving, constructing, applying gravel, modifying topography or removing vegetation or any other human activity that results or is likely to result in an impact to existing vegetation, hydrology, fish or wildlife or their habitats. "Alteration" does not include passive recreation such as walking, fishing or any other similar activities.		
Roadway. The maintained areas cleared and graded within a road right-of-way or railroad prism. For a road right-of-way, "roadway" includes all maintained and traveled areas, shoulders, pathways, sidewalks, ditches and cut and fill slopes. For a railroad prism, "roadway" including the maintained railbed, shoulders, and cut and fill slopes. "Roadway" is equivalent to the "existing, maintained, improved road right-of-way or railroad prism" as defined in the regional road maintenance guidelines.		
Applicant		
KCC 21A.06.070 Applicant.	Applicant: a property owner, a public agency or a public or private utility that owns a right-of-way or other easement or has been adjudicated the right to such an easement under RCW 8.08.040, or any person or entity designated or named in writing by a property or easement owner to be the applicant, in an application for a developmnet proposal, permit or approval.	

Jurisdiction: Mercer Island
Size: 12.9 square miles
Population: 25,442 (2021)

USE DEFINITIONS		
<i>Utilities</i> : Facilities providing infrastructure services by a public utility regulated by the state through fixed wires, pipes, or liens. Such facilities may include water, sewer, storm water facilities (lines, ditches, swales and outfalls) and private utilities such as natural gas lines, telecommunication lines, cable communication lines, electrical lines and other appurtenances associated with these utilities. "Utilities" does not include wireless communication facilities, but do include wireless facilities.		
<i>Utility pole</i> : A structure designed and used primarily for the support of electrical wires, telephone wires, or television cable and may also include lighting. A new utility pole originally constructed for the purpose of providing support for a wireless communication facility (WCF) shall be regulated as a new antenna support structure.		
SETBACKS		
Definitions		
<i>Setback</i> : The distance between a development and other feature such as a property line or critical areas buffer.		
Applies to:	Buildings	
Are poles included in code?	No	
Allowed Encroachments		
Intrusions into required yards (residential): Minor building elements, hardscape and driveways, fences, retaining walls, rockeries, garages and other accessory buildings, heat pumps, air compressors, air conditioning units, and other similar mechanical equipment, architectural features, other structures less than 30" above grade.		
HEIGHT		
Definitions		
<i>Building height</i> : 1. Outside of the Town Center: The vertical distance from the average building elevation to the highest point of the roof structure excluding appurtenances. A mezzanine shall not be counted as a story for determining allowable number of stories when constructed in accordance with the requirements of the construction codes set forth in MICC title 17. 2. Within the Town Center: Building height within the Town Center (TC) zone shall be calculated pursuant to MICC 19.11.030(A).		
Applies to:	Buildings	
Are poles included in code?	No	
Exceptions		
Residential: antennas, lighting rods, plumbing stacks, flagpoles, electrical service leads, chimneys and fireplaces, solar panels, and other similar appurtenances may extend to a maximum of five feet above the height allowed for the main structure.		
Commercial: Rooftop building appurtenances, including but not limited to mechanical equipment, chimneys, and roof access structures, may extend up to ten feet above the maximum building height allowed. Rooftop appurtenances shall be located at least ten feet from the exterior edge of any building and shall not cover more than ten percent of the rooftop area.		
WETLANDS		
Transmission or distribution prohibited in wetlands? No		
Allowances		
MICC 19.07.120 – Exemptions	E.2. Repair and maintenance of existing utility facilities. Repair, maintenance, reconstruction and replacement of utility structures and conveyance systems and their associated facilities, including but not limited to service lines, pipes, mains, poles, equipment and appurtenances, both above and below ground. Exempt, but must follow mitigation sequencing to avoid and minimize. D. 2 Minor expansion of utility structures and conveyance systems and their associated facilities including service lines, pipes, mains, poles, equipment and appurtenances, both above and below ground, following consultation with the code official.	
MICC 19.07.190 – Wetlands	C.3. Prohibited activities. The following uses are prohibited within any wetland or associated buffer: removal, excavation, grading, or dredging of material; draining flooding or disturbing the wetland, water level or water table: construction, reconstruction, demolition, or expansion of any structure.	
MICC 19.07.150 – Public agency exception.	If the application of this chapter would prohibit a development proposal by a public agency, the agency may apply for an exception pursuant to this section. The code official may approve alterations to critical areas, buffers and critical area setbacks by an agency or utility when those alterations are not otherwise able to meet all of the standards in this chapter, and when the criteria in subsections (B)(1) through (B)(5) of the section are demonstrated to be met.	
Definitions		
<i>Ordinary repairs and maintenance</i> : An activity in response to the effects of aging or ordinary use, wear and tear that restores the character, scope, size, footprint or design of a servicable area, structure, or land use to its previously existing, authorized or undamaged condition; however, this is not intended to allow total replacement, substitution or reconstruction of a nonconforming structure. Activities that change the character, size, footprint or scope of a project beyond the original shall not be considered ordinary repairs and maintenance and shall result in loss of nonconforming status.		
Applicant		
MICC 19.15.060 - Application	A. The department shall not commence review of any application until the applicant has submitted the materials and fees specified for a complete applications. An application shall contain all information deemed necessary by the code official to determine if the proposed permit or action will comply with the requirements of the applicable development regulations. The applicant for a development proposal shall have the burden of demonstrating that the proposed development complies with the applicable regulations and decision criteria. All land use applications shall include, at a minimum, the following:	
	8. Verification that the property affected by the application is in the exclusive ownership of the applicant, of that the applicant has a right to develop the site and that application has been submitted with the consent of all owners of the affected property; provided, that compliance with subsection (A)(9) of this section shall satisfy the requirements of this subsection;	
	9. For Type II, III and IV reviews, a title report from a reputable title company indicating that the applicant has either sole marketable title to the development site or has a publicly recorded right to develop the site (such as an easement). If the title report does not clearly indicate that the applicant has such rights, then the applicant shall include the written consent of the record holder(s) of the development site. The code official may waive this requirement if the title report will not substantively inform the review of the development proposal.	

Jurisdiction: City of Duval
Size: 2.47 square miles
Population: 8,410 (2021)

USE DEFINITIONS		
"Utility" means enterprises or facilities serving customers by means of an integrated system of collection, transmission, distribution and processing facilities through more or less permanent physical connections between the plant of the serving entity and the premises of the customer, included are systems for the delivery of electricity, natural gas, cable communications, telecommunications, and water and sewer disposal.		
Transmission Lines		
"Subregional Utility" means any above ground structures or facilities (other than buildings, unless buildings are used as storage incidental to the operation of such structures or facilities) owned by a governmental entity, or any entity defined as public utility for any purpose by RCW 80.04.015 and is used in connection with production, generation, transmission, delivery, collection, or storage of water, sewage, electricity, gas, oil or electric signals when these facilities are serving a wider customer base than a local neighborhood.		
SETBACKS		
Definitions		
"Setback" means the minimum required distance between a structure and a lot line, easement or buffer line that is required to remain free of structures.		
"Structure" means object constructed or installed by man, included but not limited to buildings, towers, smokestacks, overhead transmission line, etc., excluding fences retaining walls three feet or less in height, and decks eighteen (18) inches or less above grade/paved area.		
Applies to:	Structures	
Are poles included in code?	Yes	allowed encroachment
Allowed Encroachments		
DMC 14.64.170 - Nonresidential land uses in residential zones.	Except for utility facilities and uses, all nonresidential uses located in residential zones (R4-R20) shall be subject to the following requirements: C. Buildings and structures shall conform to setback requirements set out in DMC 14.12-14.16.	
HEIGHT		
Definitions		
"Structure" means object constructed or installed by man, included but not limited to buildings, towers, smokestacks, overhead transmission line, etc., excluding fences retaining walls three feet or less in height, and decks eighteen (18) inches or less above grade/paved area.		
Applies to:	Structures and buildings	
Are poles included in code?	Yes	exception to limits
Exception		
DMC 14.64.140 - Heights - Exceptions to limits	The following structures may be erected above the height limits to the minimum height necessary to support the use as determined by the director: A. Roof structures housing or screening elevators, fire access stairways, tanks, ventilating fans or similar equipment required for building operation and maintenance, and B. Fire or parapet walls, skylights, flagpoles, chimneys, smokestacks, church steeples, communication transmission structures, private amateur radio facilities, utility line towers and poles, and similar structures.	
WETLANDS		
Transmission or distribution prohibited in wetlands?	Yes, Category I wetlands. Public Agency and Utility Exception provision provides allowance.	
Allowances		
DMC 14.42.050 Allowed Activities	A. Maintenance, operation, and/or repair of existing dikes and drainages, existing stormwater facilities rights-of-way, trails, road, utilities, and buildings within sensitive areas, provided that activity does not further alter, impact, or encroach upon the sensitive area or buffer or further affect the process and functions of sensitive areas, and there is no increased risk to life or property as a result of the proposed operation, maintenance, or repair and provide further that: 1. The applicant shall submit a written description of the maintenance activity to the director with all of the following general information: a. Type, timing, frequency and sequence of the above maintenance activity to be conducted; b. Type of equipment to be used (hand or mechanical); c. Manner in which the equipment will be used; d. Best management practices to be used; and e. Any chemical applications to be used. 2. The applicant's written description may be valid for up to 5 years provided that there is no significant change, as determined by the director, to the activities submitted in the written description for the maintenance activity or to the natural environment.	
DMC 14.42.070 -Exceptions	A. Public Agency and Utility Exception. If the application of this chapter would prohibit a development proposal by a public agency or public utility, the agency or utility may apply for an exception pursuant to this section: 1. The public agency and utility exception shall apply to the department and include a sensitive area study, including mitigation plan, if necessary; and any other project documents, such as permit applications to other agencies, special studies, and environmental documents prepared pursuant to the State Environmental Policy Act (Chapter 43.21 RCW). 2. The director may approve alterations to sensitive areas, buffers and sensitive area setbacks by an agency or utility not otherwise allowed by this chapter if the following criteria are met: a. There is no other reasonable alternative to the activity or proposed development with less impact on the sensitive area; and b. The activity or development proposal is designed to avoid, minimize, and mitigate the impact on environmentally sensitive areas consistent with the avoidance and mitigation sequencing requirements in this chapter, and, if applicable: c. The proposed development or activity is of linear nature and is on an existing corridor or connects to public lands, trails, utility corridors, rights-of-way or other public infrastructure, or is required for functional reasons such as gravity flow.	
DMC 14.42.220 - Wetland alterations	The following activities may be permitted in wetlands and/or wetland buffers when all the requirements of this section have been fulfilled: C. Utility lines in Category II, III, and IV wetlands and their buffers and/or Category I wetland buffers when no feasible conveyance alternative is available. Utility lines shall be constructed to minimize physical, hydrological and ecological impacts to the wetland, and meets all of the following: 1. The utility line is located as far from the wetland edge as possible and in manner that minimizes disturbance of soils and vegetation; 2. Wetland alteration is only allowed when consistent with applicability of subbasin management groups. 3. Clearing, grading, and excavation activities are limited to the minimum necessary to install the utility line and the area is restored following utility installation. 4. Buried utility lines shall be constructed in a manner that prevents adverse impacts to subsurface drainage. This may include the use of trench plugs or other devices as needed to maintain hydrology.	
Definitions		
"Maintenance and repair" means work required to keep existing improvements in their existing operational state. This does not include any modification that changes the character, scope, or size of the original structure, facility, utility or improved area.		
"Utilities" means all lines and facilities used to distribute, collect, transmit, or control electrical power, natural gas, petroleum products, information (telecommunications), water, and sewage.		
Applicant		
DMC 14.06.010 A definitions	"Applicant" means a person who applies for any permit or approval to do anything governed by this code and who is the owner of the subject property, the authorized agent of the owner, or the City.	

Jurisdiction: City of Snoqualmie
Size: 7.42 square miles
Population: 13,810 (2021)

USE DEFINITIONS		
"Public Utilities" is not defined.		
SETBACKS		
Definitions		
"Setback" means the distance buildings, structures or uses must be removed from a lot line, and in the case of a building, is measured from the property line to a building's closest vertical wall.		
Applies to:	Buildings and structures	
Are poles included in code?	No	
Allowed Encroachments		
Residential zones: SMC 17.15.040.J: The following architectural features on principal buildings and uses may encroach up to three feet into setbacks, provided, no feature shall encroach into the setback closer to the property line than where fire-resistive construction is required; planter boxes, fireplace structures not wider than 8 feet, not more than one bay window, no more than one garden window, and other similar features.		
Commercial/Industrial zones: No code provision.		
HEIGHT		
Definitions		
"Height" as applied to a building or structure means the vertical distance measured from the average elevation of the proposed finished grade around the building or structure to the highest point of a flat roof and the mean		
Applies to:	Buildings and structures	
Are poles included in code?	No	
Exception		
Commercial/Industrial zones: SMC 17.20.040: Church spires, church towers, flagpoles, antennas, clerestories, and fire towers of a safe height may be permitted as a conditional use.		
Residential zones: SMC 17.15.040: Church spires, church towers, flagpoles, antennas and fire towers of a safe height may be permitted as a conditional use.		
WETLANDS		
Transmission or distribution prohibited in wetlands?	No	
Allowances		
SMC 19.12.040 Allowed Activities.	A.5. Normal and routine maintenance or repair of existing utility or street rights-of-way or utility structures including drainage facilities. Utility or street rights-of-way shall be maintained in a manner that meets the objective of safe and efficient use of the right-of-way, while eliminating the use of chemical herbicides within the corridors. Normal and routine maintenance includes vegetation management performed in accordance with best management practices that is part of ongoing maintenance of structures, infrastructure, or utilities; provided, that such management actions are part of regular and ongoing maintenance, do not expand further into the critical area, are not the result of an expansion of the structure or utility, and do not directly impact an endangered or threatened species.	
	B. Public Agency or Utility Exception. If the application of this chapter would prohibit a development proposal by a public agency or utility, the agency or utility may apply for an exception pursuant to this section. After holding a public hearing, a hearing examiner may approve the exception if he/she finds that there is no other practical alternative to the proposed development with less impact on critical areas and their buffers, and the proposal minimizes the impact on critical areas and their buffers. Any decision of the hearing examiner is final unless appealed.	
SMC 19.12.170 Wetlands	H. Permitted Uses and Alterations. Subject to the requirements of the underlying zoning designation and other applicable codes and ordinances, the following uses and alterations shall be permitted within wetlands and their buffers, in accordance with the standards set forth in this section. Mitigation per the requirements of this chapter shall be required for any impact to the critical area from these permitted uses and alterations.	
	4. Public Utilities. Public utilities may be permitted in the wetland and wetland buffer, provided no practical alternative exists and adequate provision is made to	
Definitions		
"Alteration" means any human-induced action that changes the existing condition of a critical area. Alterations include, but are not limited to: grading; filling; dredging, draining; channelizing; cutting; pruning; topping; clearing;		
Applicant		
	Snoqualmie does not define applicant or who may apply under development review section of the code. Applicant is defined under subdivision and wireless sections of code (not a consistent definition).	

Jurisdiction: City of Woodinville
Size: 5.63 square miles
Population: 13,425 (2021)

USE DEFINITIONS		
"Street/utility pole" means telephone, utility/electric, cable television, or street light poles located in public right-of-way.		
"Regional utility corridor" means a right-of-way tract or easement which contains transmission lines or pipelines for utility companies, excluding distribution lines contained within street rights-of-way or lines serving individual lots or developments.		
"Utilities" means services, facilities and infrastructure that produce, transmit, carry, store, process or dispose of electrical power, gas, water, sewage, communications, oil, stormwater and the like. This includes: (a) Primary: facilities and infrastructure that are provided by a public agency, utility, or franchise which produce, transmit, convey, store, process, or dispose of essential utility services throughout the area. These include, but are not limited to, water storage tanks and lines, reservoirs and booster stations, wastewater interceptors, sewage pump stations and lines, electrical transmission substations and high-tension and distribution power lines, natural gas pipelines, and associated equipment, and including telecommunication facilities provided by a public or private entity. (b) Accessory: on-site utilities that connect directly to uses and are considered part of the primary use.		
SETBACKS		
Definitions		
"Setback" means the minimum distance from the property line, access easement boundary, critical area buffer boundary, or other buffer line to where a structure may be built.		
"Setback area" means the area of a lot or building site between the property line and the limits set by City regulations within which no permanent structure may intrude unless allowed otherwise by law.		
Applies to:	Structures	
Are poles included in code?	No	Above ground utilities in this context refers to ancillary equipment such as transformers, meters, vents, and other related equipment (WMC 15.39.010(4)).
Allowed Encroachments		
WMC 21.32.030(5). The following buildings and structures may protrude into setback areas: (a) Utilities, provided above ground utilities are screened pursuant to WMC15.39.010(5).		
HEIGHT		
Definitions		
"Height" means the vertical distance measured from the designated grade elevation to the highest point of a structure or otherwise allowed, excluding elements specially exempt from height calculations.		
Applies to:	Structures	
Are poles included in code?	No	
Exceptions		
WMC 21.32.040(6) Building and Structure Height Exceptions. The following structures may be erected above the height limits set forth in subsections (2), (3) and (4) of this section. List does not include utility poles.		
WETLANDS		
Transmission or distribution prohibited in wetlands?	Yes	Public entity critical area exception allows impacts to wetlands.
Allowances		
WMC 21.51.040 Complete Exemptions.	1. (c) Modifications to local collection and distribution utility lines, mains, equipment, appurtenances, including electrical facilities with an associated voltage of 55,000 volts or less, not including substations; public sewer local collection; public water local distribution; natural gas, cable communications; or telephone facilities. Modifications to local collection and distribution utilities may be allowed in critical areas or their buffers, as follows: (i) Normal and routine maintenance or repair of existing utility structures; and (ii) Replacement, operation, repair, modification, installation, relocation, or construction when such facilities are located within an improved public road right-of-way or City authorized private roadway.	
WMC 21.51.320 Wetlands - Permitted activities.	(1) Alterations. Alterations to wetlands and their buffers may be allowed if the City determines that there is no practical alternative location with less adverse impacts on the wetland or its buffer, subject to mitigation requirements set forth in this chapter. (b) Public and private utilities. Utilities may be allowed in wetland buffers if the following criteria are met. (see code for criteria) (c) Drilling for Utilities or Utility Corridors under a Wetland. (d) Utility Joint Use. Joint use of an approved utility corridor by other utilities may be allowed.	
WMC 21.51.060 Relief from critical area regulations.	(2) If the application of this chapter would prohibit a development proposal by a public agency or public utility, the public agency or public utility may apply for a public entity critical area exception pursuant to WMC 21.84.030.	
Definitions		
"Alteration, critical area" except when specified otherwise by this title, means any development or human-induced action which changes and/or impacts the existing condition of a critical area or buffer. "Alterations" do not include walking, fishing, other types of passive recreation, or other similar activities.		

Applicant	
WMC 12.30.020 Definitions (Public Utility and Telecommunications Right-of-Way Use)	"Applicant" means any person or entity that applies for permit pursuant to this chapter. "Public right-of-way" means any highway, street, alley, or other public right-of-way, or easement for motor vehicle under the jurisdiction and control of the City which has been acquired, established, dedicated, or devoted to such purposes, but only to the extent of the City's right, title, interest, or authority to grant a permit to occupy and use such streets and easements for telecommunications and utility facilities. "Public utility" as used herein, means a company or entity engaged in any business or service regularly supplying the public with some commodity or service which is a public need and consequence, such as natural gas, electricity, water or sanitary sewer, including any business subject to regulation as to rates and service by the Utilities and Transportation Commission under the provisions of RCW Title 81.
WMC 21.82.010, 020, 030, 040, 050, 060, 070, 080, 090, 100, 110, 120, 130, 150, 160	Any owner may apply for [insert permit type].
WMC 21.82.140	Any applicant may apply for a transportation infrastructure deviation.
WMC 21.11A.020 "A" definitions	"Applicant" means a person who files an application for permits or development approval who is either the property owner or a primary proponent of a project, which can include a contract purchaser, or authorized agent of the property owner.

Jurisdiction: City of Port Orchard
Size: 8.5 square miles
Population: 15,979 (2021)

USE DEFINITIONS		
"Utilities" or "public utilities" means enterprises or facilities serving the public by means of an integrated system of collection, transmission, distribution and processing facilities through more or less permanent physical connections between the plant of the serving entity and the premises of the customer. Included are systems for the delivery of natural gas, electricity, telecommunication services and water, and for the disposal of sewage.		
POMC 20.39.260 Utilities. (1) Defined. Public or private infrastructure serving a limited area with no on-site personnel (minor utility) or serving the general community with on-site personnel (major utility). Utilities include the following:		
(a) Minor utilities, including on-site stormwater retention or detention facility, neighborhood serving telephone exchange/switching center, gas/electric/telephone/cable transmission lines, water and wastewater pump station or lift station, gas gates, reservoir, control structure, drainage well, water supply, water well.		
(b) Major utilities, including aeration facility, electrical substation, electric or gas generation plant, filter bed, transmission towers, waste treatment plant, water pumping facility, water tower or tank.		
SETBACKS		
Definitions		
"Setback" means the minimum required distance between a structure or portion thereof and a lot line of the lot on which it is located, or another line as described in a particular section		
Applies to:	Buildings and structures	
Are poles included in code?	No	Not included as an allowed encroachment under utilities.
Allowed Encroachments		
POMC 20.40.040 Setback encroachments. (5) Mechanical Equipment and Utility Lines.		
(b) Minor structures accessory to utilities (such as hydrants, manholes, transformers, and other cabinet structures and related fence(s) may encroach into a required rear or side		
(c) Minor utilities below and covered by the ground may encroach into a required setback.		
HEIGHT		
Definitions		
"Building height" means, except when otherwise specified in this code, the vertical distance from grade plane to the average height of the highest roof surface.		
Applies to:	Buildings and structures	
Are poles included in code?	No	Not included as an allowed encroachment.
Exceptions		
POMC 20.40.050 (2) Height encroachments. encroachments. Any height encroachment not listed below is prohibited except where the director determines that encroachment is similar to a permitted encroachment listed below. (see code for list of encroachments)		
WETLANDS		
Transmission or distribution prohibited in wetlands?	No	
Allowances		
POMC 20.162.032 Exemptions	(3) The following land use, development, building activities, and uses shall be exempt:	
	(b) Operation Maintenance and Repair. Operation maintenance or repair of existing structures not requiring permits or city approval, only if activity does not further alter or increase the impact to critical areas or their buffers.	
	(f) Activities within Improved Right-of-Way. Construction of new utility facilities, improvements, or upgrades to existing utility facilities that take place within existing improved rights-of-way or existing impervious surfaces that do not increase the amount of impervious surface.	
POMC 20.162.034 Exceptions	(1) Public agencies. Public agencies may make an application for exception to the director for construction of items such as roads, utilities, infrastructure, and associated facilities.	
POMC 20.162.056 Additional development standards for regulated uses.	(7) Utilities in Wetlands or Wetland Buffers.	
	(a) Construction of new utilities outside the road right-of-way or existing utility corridor may be permitted in wetlands or wetland buffers, only when no reasonable alternative location is available and the utility corridor meets the requirements for installation, replacement of vegetation and maintenance outlined below, and as required in the filing and approval of applicable permits and special reports required by this chapter.	
	(c) New utility corridors shall not be allowed when the regulated wetland or buffer has known locations of federal or state listed endangered, threatened or sensitive species, heron rookeries or nesting sites of raptors which are listed as state candidate or state monitor, except in those circumstances where an approved habitat management plan indicates that the utility corridor will not significantly impact the wetland or wetland buffer.	
	(d) New utility construction and maintenance shall protect the regulated wetland and buffer environment by utilizing the following methods:	
	(i) New utility corridors shall be aligned when possible to avoid cutting trees greater than 12 inches in diameter at breast height (four and one-half feet), measured on the uphill side.	
	(ii) New utility corridors shall be revegetated with appropriate native vegetation at preconstruction densities or greater, immediately upon completion of construction, or as soon thereafter as possible, if due to seasonal growing constraints. The utility shall ensure such vegetation survives.	
	(iii) Any additional utility corridor access for maintenance shall be provided as much as possible at specific points, rather than by parallel roads. If parallel roads are necessary, they shall be of a minimum width but no greater than 15 feet; and shall be contiguous to the location of the utility corridor on the side away from the wetland. Mitigation will be required for any additional access through restoration of vegetation in disturbed areas.	
	(iv) The department may require other additional mitigation measures.	
	(e) Utility corridor maintenance shall include the following measures to protect the regulated wetland and buffer environment:	
	(i) Where feasible, painting of utility equipment such as power towers shall not be sprayed or sandblasted, nor should lead-based paint be used.	

	(ii) No pesticides, herbicides or fertilizers may be used in wetland areas or their buffers except those approved by the EPA and Ecology. Where approved, herbicides must be applied by a licensed applicator in accordance with the safe application practices on the label. Within wetlands, applicator must be licensed to use aquatic herbicides.
Definitions	
"Alteration" means any human-induced action that changes the existing condition of a critical area. Alterations include but are not limited to grading; filing; grubbing; dredging; draining; channelizing; cutting; pruning; limbing or topping; clearing, relocating or removing vegetation, except noxious weeds identified by the Washington Department of Agriculture or the Kitsap County cooperative extension; applying herbicides or pesticides or any other hazardous or toxic substance; discharging pollutants, except stormwater; grazing domestic animals; paving; construction; application of gravel; modifying for surface water management purposes; or any other human activity that changes the existing vegetation, hydrology, wildlife or wildlife habitat. Alteration does not include walking, passive recreation, fishing or other similar activities.	
"Public utility" means a business or service, either governmental or having appropriate approval from the state, which is engaged in regularly supplying the public with some commodity or service which is of public consequence and need, such as electricity, gas, sewer and/or wastewater, water, transportation, or communications.	
"Utilities" means facilities and/or structures which produce or carry electric power, gas, sewage, water, communications, oil, publicly maintained stormwater facilities, etc.	
"Utility corridor" means areas identified in the comprehensive plan for utility lines, including electric, gas, sewer, water lines; and public right-of-way and other dedicated utility right-of-way on which one or more utility lines are currently located. The term "other dedicated utility right-of-way" means ownership, easements, permits, licenses or other authorizations affording utilities the right to operate and maintain utility facilities on private property.	
Applicant	
POMC 20.12.010 Definitions	"Applicant" means the owner of land proposed for land development or use or its representative who shall have express written authority to act on behalf of the owner. Written consent shall be required from the legal owner of the property.

Jurisdiction: City of Oak Harbor
Size: 12.32 square miles
Population: 24,709 (2021)

USE DEFINITIONS		
"Public utility" means a public service corporation performing some public service and subject to special governmental regulations, or a governmental agency performing similar public services, the services by either of which are paid for directly by the recipients thereof. Such services shall include, but are not limited to, water supply, electric power, gas and transportation of persons and freight.		
SETBACKS		
Definitions		
"Setback and yard requirements" are the distances that buildings or uses must be removed from their lot lines. Setbacks shall be measured, where applicable, from proposed or actual public		
Applies to:	Buildings and uses	
Are poles included in code?	No	
Allowed Encroachments		
accessory buildings allowed in rear yards.		
HEIGHT		
Definitions		
"Building height" means the vertical distance from the average natural grade level to the highest point of the coping of a flat roof or the deck line of a mansard roof or to the average height of the highest gable of a pitched or hipped roofed. "Average natural grade" shall be defined as the average elevation of the highest and lowest corners of the building.		
Applies to:	Buildings	
Are poles included in code?	No	
Exceptions		
OHMC 19.28.030 Height limits - Exceptions. Buildings and structures shall not exceed the height limitations as specified for the use district in which they are located unless specifically excepted as set out in OHMC 19.28.040 and 19.28.050. Additional height, not to exceed 10 feet, may be used for multifamily and commercial uses permitted in the underlying zone for the projects that are in accordance with low impact development (LID) through the implementation of the LID performance standards or on-site stormwater BMP lists.		
WETLANDS		
Transmission or distribution prohibited in wetlands?	No	
Allowances		
OHMC 20.12.040 Exempt activities.	(2) Operation, maintenance, repair, modification, addition to, or replacement of existing structures, infrastructure improvements, utilities, public or private roads, dikes, levees, or drainage systems, if the activity does not further alter or increase the impacts to, or encroach further within, a critical area or buffer and there is no increased risk to life or property as a result of action. Operation and maintenance include vegetation management performed in accordance with best management practices; provided, that such management actions are part of regular and ongoing maintenance, do not expand further into the critical area, are not the result of an expansion of a structure or utility, and do not directly impact species or habitat protected under Chapter 20.25 OHMC.	
OHMC 20.12.050 Public agency and utility exceptions.	(1) If the application of critical areas regulations in this chapter would prohibit a development proposal by a public agency or public utility, the agency or utility may apply for an exception pursuant to this section.	
Definitions		
"Development" means a land use consisting of the construction or exterior alteration of structures; grading, dredging, drilling, or dumping; filling; removal of sand, gravel, or minerals; bulk heading; driving of pilings; or any other project of a temporary or permanent nature which modifies structures, land, or shorelines and which does not fall within the allowable exemptions contained in the Oak Harbor Municipal Code.		
Applicant		
OHMC 19.48.032 Requirements for application submittal	The applicant shall submit the following items: (2) A verified statement by the applicant that property affected by the application is in the exclusive ownership of the applicant, of that the applicant has submitted the application with the consent of all owners of the affected property.	

Jurisdiction: Town of Coupeville
Size: 1.95 square miles
Population: 1,957 (2021)

USE DEFINITIONS	
"Public utility" means a public service corporation performing some public service and subject to special governmental regulations, or a governmental agency performing similar public services, the services by either of which are paid for directly by the recipients thereof. Such services shall include, but are not limited to, water supply, electric power, sanitary sewer and storm sewer systems for persons and freight.	
SETBACKS	
Definitions	
"Setback" means the lot area between the lot lines and the building area.	
Applies to:	Structures
Are poles included in the code?	No
Allowed Encroachments	
CTC 16.12.030 - Setback standards	E. Projections into required setbacks. The following structures may project into required front, rear or side yards: 1. Paved terraces may project into required front, rear or side setbacks provided that no structures placed there shall violate other requirements of this title. 2. Unroofed landings, decks and stairs may project into required front and rear setbacks only, provided no portion shall extend higher than forty-two (42) inches above the finished grade level. 3. Window sills, belt courses, cornices, eaves and similar incidental architectural features may project not more than 2 feet into any required setback. 4. Open fire escapes may project not more than four feet six inches into any required setback.
HEIGHT	
Definitions	
"Height" means the measurement from the vertical datum to the highest point of the roofline. On any building constructed seaward of mean high higher water, the vertical datum shall be the elevation of the extreme high tide, as shown on the official United States tide table for the year in which the permit is issued.	
Applies to:	Structures
Are poles included in the code?	No
Exceptions	
CTC 16.12.050 B. Exemptions.	The height limitations contained in this title do not apply to spires, belfries, cupolas, chimneys, antennas, water tanks, ventilators, elevator housing, other structures placed above the roof level, or when a height in excess of twenty-eight (28) feet is necessary to comply with the Ebey's Landing National Historical Reserve Design Guidelines for alterations of historic buildings and structures, provided, however, that no structure or portion of any structure hereafter erected shall interfere with Federal Aviation Administration Regulations on airport approaches.
Wetlands	
Transmission or distribution prohibited in wetlands?	No
Allowances	
CTC 16.34.120 - Exemptions	2. Operation, Maintenance, or Repair. Operation, maintenance, or repair of existing structures, infrastructure improvements, utilities, public or private roads, dikes, levees, or drainage systems. If the activity does not further alter or increase the impact to, or encroach further within, the critical area or buffer and there is no increased risk to life or property as a result of the proposed operation, maintenance, or repair. Operation and maintenance includes vegetation management performed in accordance with best management practices that is part of ongoing maintenance of structures, infrastructure, or utilities, provided that such management actions are part of regular and ongoing maintenance, do not expand further into the critical area, are not the result of an expansion of the structure or utility, and do not directly impact an endangered or threatened species.
CTC 16.34.150 - Allowed activities	C.4. Minor Utility Projects. Utility projects which have minor or short-duration impacts to critical areas, as determined by the town planner in accordance with the criteria below, and which do not significantly impact the function or values of a critical area(s), provide that such projects are constructed with best management practices and additional restoration measures are provided. Minor activities shall not result in the transport of sediment or increased stormwater. Such allowed minor utility projects shall meet the following criteria: a. There is no practical alternative to the proposed activity with less impact on critical areas; b. The activity involves the placement of a utility pole, street signs, anchor, or vault or other small component of a utility facility; and c. The activity involves disturbance of an area less than seventy-five (75) square feet.
CTC 16.34.130 - Exception - Public agency and utility	A. If the application of this chapter would prohibit a development proposal by a public agency or public utility, the agency or utility may apply for an exception pursuant to this section.
Definitions	
<i>Repair or maintenance</i> - Any activity that restores the character, size, scope and design of a serviceable area, structure or land use to its previously authorized and undamaged condition. Activities that change the character, size or scope of a project beyond the original design and drain, dredge, fill, flood or otherwise alter critical areas are not included in this definition.	
Applicant	
dit	"Applicant" means a person or entity that has applied for a project permit.

Additional Jurisdictions

Pierce County	PCC 18.30.020.A	Permits and Approvals Required	The property owner or authorized agent shall obtain applicable permits and approvals prior to commencing development.
Bellevue	LUC 20.25.030.A	Who May Apply	The property owner, authorized agent of the owner, or Regional Transit Authority authorized by LUC 20.25M.010.C to apply for permits may apply for any type of Process I, Process II, or Process III land use decision.
Kirkland	KZC 145.15	Who May Apply	Any person may, personally or through an agent, apply for a decision regarding property he/she owns.

Technical Memorandum



To: Kerry Kriner (PSE)
From: Tobin Story, PWS (HDR), Kirk Moughamer (HDR)
Date: January 25, 2023
Subject: Bainbridge Island Code Amendment – Best Available Science

1.0 Introduction

Puget Sound Energy (PSE) is proposing to amend Bainbridge Island Municipal Code (BIMC) 16.20.140.G.2, which prohibits a list of development, uses and activities in Category I and II wetlands, including primary utilities. BIMC 18.36.030 includes utility lines, both distribution and transmission, under the definition of “Utility, primary”. PSE installs, operates, and maintains electrical utility lines along public road rights-of-way and cross-country corridors throughout Bainbridge Island. This includes above ground transmission lines and both above and below ground distribution lines. Existing distribution and transmission lines cross through and/or span over wetlands in some areas, including within and adjacent to public road rights-of-way. The ability to maintain, upgrade or install new electric facilities is needed to continue to provide reliable electric service to PSE’s customers on Bainbridge Island, however, the linear nature of these lines makes it impractical to avoid wetlands entirely. The PSE requested code amendment includes provisions for the maintenance, repair, and upgrade of PSE transmission and distribution facilities in and adjacent to road rights-of-way and in existing cross country corridors that cross through Category I or II wetlands. The proposed amendment does not allow for the establishment of new cross country transmission or distribution corridors through Category I or II wetlands.

The purpose of this technical memorandum is to discuss PSE’s existing electrical system and summarize relevant science-based information applicable to the development of the proposed code amendment. Revised Code of Washington (RCW) 36.70A.172 requires that cities and counties include “the best available science in developing policies and development regulations to protect the functions and values of critical areas.” The intent of the code amendment is to facilitate maintaining, upgrading and constructing new distribution and transmission facilities to provide essential electric service to Bainbridge Island, while following best available science and limiting impacts to wetland resources. This would include:

- Maintaining and upgrading existing aerial transmission and distribution lines in and adjacent to improved road rights-of-way.
- Maintaining and upgrading existing aerial transmission and distribution lines within cross country corridors on easements.
- Maintaining and upgrading existing underground distribution lines in and adjacent to improved road rights-of-way or within cross country corridors on easements.
- Installing new aerial distribution and transmission lines within or adjacent to road rights-of-way; or as an overbuild or underbuild to an existing aerial primary utility within cross country corridors on easement.

- Installing new underground distribution lines within or adjacent to improved road rights-of-way or within cross country corridors on easements.

2.0 Regulatory Review

The City updated its Critical Areas Regulations in BIMC Chapter 16.20 in February 2018 (Ordinance 2018-01). Prior to the February 2018 update, BIMC prohibited underground utility lines in Category I wetlands and permitted aerial utility lines in Category I and II wetlands and underground utility lines in Category II wetlands. Primary utilities are defined in BIMC 18.36.030 as *facilities that produce, transmit, carry, store, distribute, or process electric power, gas, water, sewage, or information and do not meet the definition of an accessory utility. Primary utilities include solid waste handling and disposal facilities, wastewater treatment facilities, utility lines, electrical power generating or transfer facilities, radio cellular telephone and microwave towers, and gas distribution and storage facilities.*

Primary utilities on Bainbridge Island currently operated by PSE include electrical distribution and transmission lines (including fiber communication lines) and electrical substations. Following the 2018 update primary utilities are prohibited in Category I and II wetlands (BIMC 16.20.140.G). Outside of Category I and II wetlands, installation of utilities within wetlands may be allowed, subject to the provisions of BIMC 16.20.140.H.5.

HDR evaluated *Wetland Guidance for CAO Updates: Western Washington Version* (Washington State Department of Ecology 2016). HDR found that BIMC 16.20.140.G.2 generally exceeds the minimum standards for Critical Area Regulations as outlined in the Ecology 2016 guidance, which lists allowed uses including normal and routine maintenance and repair of existing facilities within existing ROW, but does not specifically list prohibited wetland uses.

3.0 Existing PSE Infrastructure on Bainbridge Island

Based on the breadth of uses included within the definition of primary utility, linear facilities such as transmission and distribution lines stand out as being functionally different than the other primary utilities that are typically installed within a single parcel of land. Electrical substations, water treatment plant infrastructure, solid waste facilities, and other parcel-based developments intrinsically require more space and can result in greater impacts to wetlands, including more substantial permanent wetland impacts. Permanent impacts, particularly wetland fill, result in a loss of wetland area and corresponding loss of hydrologic, water quality and habitat functions. By comparison, linear facilities can span over or be directionally bored under wetlands, avoiding wetland fill and the corresponding permanent loss of hydrologic, water quality and habitat functions.

This code amendment focuses on three categories of work which PSE may perform: 1. Maintenance of existing linear transmission and distribution facilities, 2. Upgrading/expanding existing linear transmission and distribution facilities, and 3. Constructing new linear transmission and distribution facilities in or adjacent to road ROW. The permanent fill footprint of PSE electric utility corridors is typically limited to poles, which are generally spaced 150-200 feet apart for distribution lines and 300-400 feet apart for transmission lines with the pole footprints typically ranging from 1-3 feet in diameter. The situation is similar for an underground distribution line which could be installed by trenching or horizontal directional boring. Where wetlands need to be avoided directional boring would allow for the avoidance of impacts, while trenching would result in temporary disturbances. A typical underground distribution line requires an underground vault approximately every 500 feet, which are generally installed immediately adjacent to a stable surface like a road shoulder to provide

access. For aerial and underground linear facilities, wetland soil and vegetation compatible with these facilities can remain undisturbed or be temporarily removed and replaced back into the wetland. In either case, the wetland will continue to provide habitat, hydrologic, and water quality functions. Linear facilities can be placed on the disturbed edge of a wetland or wetland buffer in the area abutting existing roadways (see Exhibit 1).

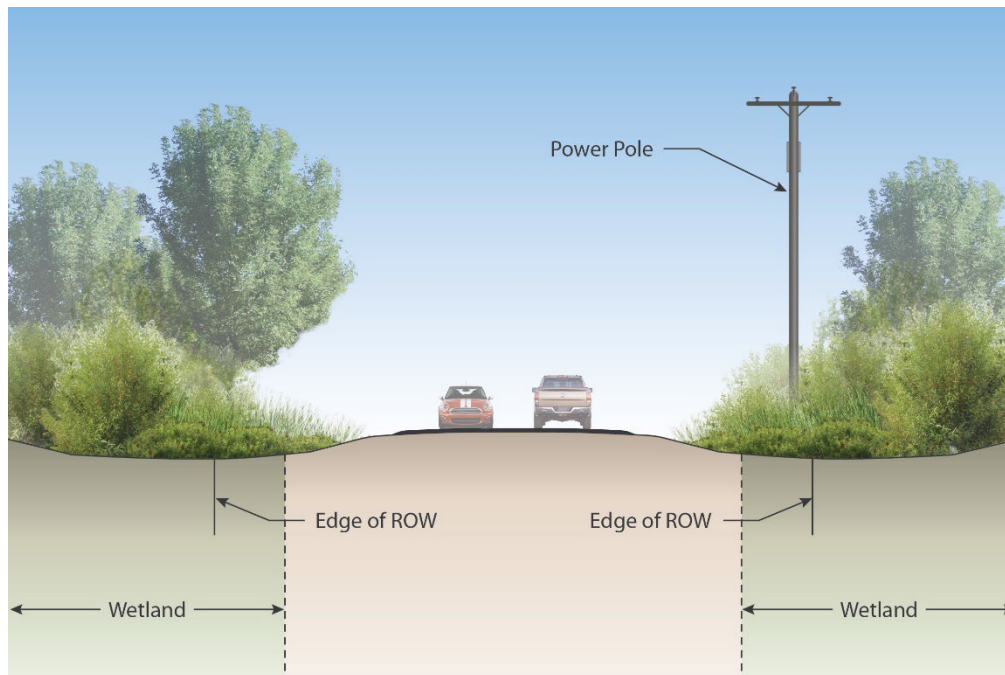


Exhibit 1. An aerial distribution pole along the disturbed wetland edge of a road right-of-way.

The majority of PSE's existing linear utility infrastructure on Bainbridge Island is located within or adjacent to public road right-of-way via operating rights granted by a franchise agreement with the City (see Exhibits 2, 3 and 4). In some instances, particularly pertaining to transmission lines, PSE has acquired easements on property adjacent to the road rights-of-way for conductor (wire) safety, vegetation management clearances, and guy anchors. When these linear facilities are located within a road right-of-way and cross a wetland, they are generally installed within the limits of existing right-of-way disturbance along the edge of the roadway shoulder. The adjacent roadside areas and roadside ditches within the right-of-way often qualify as wetland, even though they are located within the existing area of disturbance of the right-of-way (see Exhibit 1).

Some portions of existing transmission corridors are not located along road rights-of-way but extend along cross-country corridors on easements (see Exhibit 5). PSE's existing cross-country transmission lines were installed when Bainbridge Island was part of rural Kitsap County in the 1960s and 70s prior to modern environmental regulations. Many of the existing road rights-of-way that are currently used as joint utility corridors had not been developed at the time; therefore there were not necessarily opportunities to co-locate within road rights-of-way. PSE's cross country transmission corridors typically range from 50-60 feet in width; generally the width of an arterial road right-of-way. Within PSE cross-country corridors, typical wetland vegetation including salmonberry (*Rubus spectabilis*), hardhack (*Spiraea douglasii*), willow species (*Salix spp.*), and many native emergent species are compatible with transmission line clearances and can generally be left in

transmission line corridors to contribute to wetland functions. PSE cross-country corridors on Bainbridge Island typically do not have permanent access roads in regulated wetlands. When accessing through wetland areas for vegetation management and utility infrastructure repair and maintenance, PSE uses BMPs to avoid and minimize temporary impacts and allow wetland functions to continue.



Exhibit 2. An aerial distribution line along NE Bergman Road.



Exhibit 3. An aerial transmission line along NE Day Road



Exhibit 4. Vaults for an underground distribution line along Blakely Ave NE



Exhibit 5. A cross country aerial transmission line viewed from Agate Pass Road NE

4.0 Review of Best Available Science Documents

HDR conducted a review of best available science (BAS) documents, including current agency guidance regarding code amendments and BAS reviews, documents related to wetland functions

and values, documents related to the impact of development on those functions, and documents specific to wetlands within the City of Bainbridge Island. HDR also used general information available through the following:

- Ecology Best Available Science website, located at <https://ecology.wa.gov/Water-Shorelines/Wetlands/Tools-resources/Best-available-science>
- Ecology Wetland Guidance for Critical Areas Ordinance Updates, located at <https://apps.ecology.wa.gov/publications/documents/1606001.pdf>

A complete list of references is included at the end of this technical memorandum; the following are considered the most relevant sources of BAS:

- Wetlands in Washington State – Volume 1: A synthesis of the Science (Sheldon et al. 2005)
- Wetlands in Washington State – Volume 2: Guidance for Protecting and Managing Wetlands (Granger et al. 2005)
- Wetland Mitigation in Washington State: Part 1: Agency Policies and Guidance – Version 2 (Ecology, U.S. Army Corps of Engineers Seattle District and U.S. EPA Region 10 2021)
- Update on Wetland Buffers: The State of the Science (Hruby 2013)
- City of Bainbridge Island Critical Areas Ordinance Update – Best Available Science Review (2018)
- Citations of Recommended Sources of Best Available Science (Washington State Office of Community Development 2002)
- Direct and Indirect Impacts of Urbanization on Wetland Quality (Wright et al. 2006)

5.0 Discussion of BAS Documents

Based on a review of the above documents, HDR focused on the following key points related to the proposed code amendment:

1. **Existing Wetland Functions and Values.** Wetland habitat functions and values in the immediate vicinity of disturbances, such as adjacent to improved public roadways, are comparatively less relative to wetland habitat functions and values farther from such disturbances.
2. **Limited Frequency and Intensity of Disturbance in Existing Cross-Country Corridors.** Operation and maintenance of PSE distribution and transmission cross corridors typically does not result in significant ongoing impacts to habitat, hydrologic, and water quality wetland functions and values due to lack of frequent disturbance. Vegetation management in such corridors typically occurs on a three year cycle timeline and is selective, which allows shrub and emergent vegetation compatible with conductor clearances to remain intact.
3. **Limited Additional Impact from Expanded, Improved, or New Facilities in and adjacent to existing ROW.** Vegetation management and moderate corridor expansion along existing utility corridors, and especially within and adjacent to road rights-of-way, result in limited additional functional impact due to the ongoing use, operation and maintenance along these corridors, particularly the relatively lower quality of habitat in the vicinity of road rights-of-way.

Avoidance, minimization, and compensatory mitigation measures by PSE can serve to further reduce and mitigate for impacts to wetlands.

These points are discussed in more detail below.

5.1 Existing Wetland Functions and Values

Wetland functions are the physical, biological, chemical, and geologic interactions among different components of the environment that occur within a wetland. Wetland functions typically fall into three broad categories: biogeochemical, hydrologic, and maintenance of food webs and habitats (Sheldon et al. 2005). The functions performed by a wetland are controlled by a wide variety of factors, including those within the wetland itself and those in the surrounding landscape. Urban development in a landscape often results in decreased wetland functions through mechanisms including modification of water movement, human intrusion, introduction of chemical contaminants, increased noise, increased impervious surface area near the wetland, and fragmentation of habitat (Sheldon et al. 2005). Human access and land uses adjacent to wetlands influence the use and habits of wildlife through such factors as noise and light intrusion, as well as degradation of upland habitats (Hruby 2013). Existing roadways in particular tend to concentrate human use, resulting in increasing noise, light intrusion, pollution, and fragmenting contiguous blocks of habitat. PSE facilities located along road rights-of-way contribute no additional noise, lights, or pollution beyond what is inherent in the road right-of-way. They do not result in daily human use and require only infrequent periodic maintenance.

In addition to the landscape scale and cumulative effects on wetland function noted above, additional effects of urbanization on wetland function are directly related to proximity to disturbance. Often, the areas of wetland most affected, and therefore the areas with the least potential function, are those directly bordering the disturbance. For example, existing disturbances including highways and surface streets have been documented to impact wetland plants and wildlife species. In one study, plant species richness in wetlands decreased relative to increases in paved road density, with the most impact on species richness found within 0.6 mile of paved roads (Findlay and Houlahan 1997), which would fully encompass the extent of PSE facilities in road rights-of-way. Other studies focus on the impact of invasive plants in wetlands, noting that invasive plants are more prevalent adjacent to roadways, where they have both a dispersal and an invasion advantage (Zedler and Kercher 2004). This is evident in wetlands throughout Puget Sound, where roadside habitat is frequently of relatively low-quality monocultures of invasive species, including reed canarygrass (*Phalaris arundinacea*) and Himalyan blackberry (*Rubus armeniacus*), which dominate roadsides while providing extremely limited habitat for native wildlife species (Wisconsin RCG Management Working Group 2009; Bennett 2004). Wetland wildlife species show similar trends, with decreased amphibian and bird species' diversity in the immediate vicinity of roadways. Amphibian species' richness and abundance are related significantly to the density of paved roads within 1.2 miles of the wetland edge (Findlay and Houlahan 1997). Bird species richness in wetlands decreases within 0.6 mile of urbanization (Richter and Azous 1997). The 2014 Ecology wetland rating system does not take this variability into account, as the habitat score is based on a series of questions in the habitat functions section and relies on indicators of habitat function that are fixed and visible throughout most of the year. Therefore, the habitat score is related to the amount of different habitat niches present in a wetland as a whole and is not related directly to the species that use those niches (Hruby 2014), nor the specific portions of the wetland they may use.

Literature related to habitat impacts of cross-country transmission lines in wetlands is limited and primarily applicable to large-scale transmission corridors with a large permanent impact footprint. PSE cross-country transmission infrastructure on Bainbridge Island is located within 50-60 foot wide corridors. Tree canopy is managed for conductor clearances, however a shrub understory is often present. As such, the habitat and wildlife impacts documented in the literature (Jackson et al. 1994) are unlikely to occur to the same extent with PSE infrastructure. That said, the majority of observed impacts to wildlife and habitat are associated with construction of new cross-country corridors, not operation and maintenance or expansion of existing corridors. As with PSE corridors in road rights-of-way, cross-country corridors contribute no noise, no light, no pollution, do not introduce daily human use, and require only periodic maintenance. If impacted for construction or maintenance activities, the shrub understory is typically restored post-impact or allowed to remain intact. As such, PSE's typical operation and maintenance activities within existing corridors, and even minor corridor expansion is unlikely to introduce significant, long-term disturbance to wetland habitat functions, and very unlikely to disrupt wetland hydrologic and water quality functions.

In general, although Category II wetlands may in theory provide higher habitat values than Category III or IV wetlands, the portion of Category II wetlands within the road rights-of-way and within or adjacent to existing cross-country transmission corridors is already subject to the effects of human disturbance, and therefore is likely to provide more limited habitat value than the habitat score alone would indicate.

5.2 Minimal Additional Disturbance

PSE's future activities related to Category II wetlands fall into two categories: Maintaining and upgrading existing facilities and constructing new facilities. The proposed code amendment focuses on allowing maintenance and upgrades to existing facilities in Category II wetlands as well as allowing installation of new facilities in Category II wetlands, where they are located within or adjacent to existing road right-of-way; including the overbuilding of existing distribution lines with new transmission lines. It also includes the installation of underground distribution facilities in and along the road right-of-way that may be bored under or trenched through wetlands. For clarity, this PSE requested code amendment would not permit the establishment of new cross country transmission or distribution corridors through Category II wetlands.

The nature of PSE's activities differs for corridors in or adjacent to road right-of way and cross-country corridors. For corridors located in or adjacent to road right-of way, PSE's maintenance, upgrade and installation activities are primarily conducted from the hard surface of pavement, minimizing surface impacts to wetlands. These activities include vegetation removal or trimming for line clearance or to support new installations. Occasional facilities maintenance and repair occurs, with trucks and other heavy equipment generally working from paved surfaces. Activities may occasionally include pole replacement or new pole installation in or adjacent to road rights-of-way. PSE aerial distribution and transmission lines are generally located at the edge of the right-of-way boundary and set back from the fog line for clearances and safety considerations. In areas where wetlands are present, this generally puts poles in the unimproved portion of the road right-of-way, with the conductor spanning over the wetland area between pole locations. For cross-country corridors, PSE's activities include a similar level of vegetation removal and trimming, but also include temporary access routes where permanent access does not exist. When crossing wetlands these temporary access routes typically require cutting of shrub vegetation to enable the temporary placement of mats to cross wetlands and minimize wetland impacts. Generally, temporary access

routes can be designed to avoid significant trees and vegetation removal. Post-construction, the mats are removed and the wetland vegetation is allowed to recover.

Given the previously disturbed nature of these existing corridors and road rights-of-way, additional anticipated impacts on wetland function from PSE maintenance, repairs, upgrades and new facility installations are minimal (see Section 5.1). Whereas impacts from filling or draining a wetland can result in permanent and near-complete loss of wetland functions (Sheldon 2005), the vegetation disturbance typical of PSE's activities may temporarily influence wetland functions but is highly unlikely to result in total loss of functions since the impacts are generally minimal and occur in previously disturbed corridors. This conclusion is further supported by mitigation guidance from the U.S. Army Corps of Engineers and Ecology, which allows for reduced mitigation ratios for vegetation conversion (e.g., forest to scrub/shrub or emergent) in wetlands on the basis that a majority of functions are retained (Ecology, U.S. Army Corps of Engineers, and U.S. Environmental Protection Agency Region 10 2021). In general, hydrologic and water quality functions are largely retained in PSE utility corridors due to the temporary nature of impacts and minimal fill placement associated with pole installation.

Habitat functions are impacted differently depending on the existing vegetation community at the time of the impact. For wetlands with emergent or scrub-shrub communities, impacts typically include brushing for work clearance. If access is required, temporary access mats and appropriate BMP's are installed and removed post construction, resulting in impacts that fit the definition of short-term temporary impacts (Ecology et al. 2021). Impacts of this type do not result in ground disturbance, removal of shrub roots, or placement of permanent fill. In these types of wetlands impacted areas typically recover to pre-construction conditions within one growing season. Impacts of this nature result in negligible habitat function loss.

A utility corridor may cross a Category II forested wetland and require trimming and/or clearing of trees in the wetland, which would constitute a permanent conversion impact that will not be restored because many trees are not compatible with overhead transmission and distribution lines (Ecology et al. 2021). When a forested wetland is permanently converted to an emergent or shrub wetland, some habitat functions are permanently lost or reduced, but other functions remain. As evidence of this, regulatory agencies generally accept one-half of the otherwise recommended mitigation ratios for permanent conversion impacts. While little research that specifically quantifies the impact of vegetation clearing for utility corridor use has been conducted, Adamus (2014) details potential impacts to forested wetlands based on forest practices tree harvest and creation of logging roads. The potential impacts documented by Adamus (2014) have a moderate to low probability of occurrence, even in former undisturbed forested wetland. These potential impacts represent a 'worst-case' scenario for large scale logging of forested wetlands in undisturbed forest and are unlikely to occur with the small-scale tree removal and vegetation clearing necessary for PSE utility corridors, particularly in an urbanized system in which Category II forested wetlands are already bisected by paved roads and utility corridors.

In addition to the results from direct wetland impacts discussed above, habitat functions may also be impacted indirectly outside the footprint of direct wetland impacts (Ecology et al. 2021). Clearing of forest or shrub vegetation, including vegetation in upland buffers adjacent to a wetland, may affect wildlife movement, increase light or noise pollution entering the wetland, or potentially allow sediment or pollutants that were previously filtered by the removed vegetation to enter the wetland. Indirect wetland impacts are limited due to the nature of PSE's activities. PSE's typical maintenance and upgrade activities do not result in fill in wetlands, and for new overhead construction projects fill

is normally limited to the required pole footprint. In the case of underground construction, fill would generally coincide the improved portion of the road right-of-way, limiting indirect impacts to wetlands. PSE's typical maintenance, upgrade and installation activities do not result in changes to land use or topography, and consequently do not change the flow or fluctuation of water, do not result in impacts to drainage, and do not divert surface or groundwater. PSE activities typically do not result in increased stormwater runoff, and applicable BMPs are included as appropriate to protect resources. Therefore, additional indirect impacts on wetland function from PSE maintenance, repairs, upgrades and new facility installations are anticipated to be minimal additional disturbance to wetlands.

5.3 Avoidance and Minimization

When PSE maintains or upgrades an existing utility line or installs a new line, they follow federal, state, and local requirements to avoid and minimize wetland impacts to the extent feasible in accordance with the following preferred mitigation sequence, as outlined in the Interagency Guidance on Wetland Mitigation in Washington State (Ecology et al. 2021) and BMC 16.20.030:

1. Avoid the impact altogether by not taking a certain action or parts of an action;
2. Minimize impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impacts;
3. Rectify the impact by repairing, rehabilitating, or restoring the affected environment;
4. Reduce or eliminate the impact over time by preservation and maintenance operations during the life of the action;
5. Compensate for the impact by replacing, enhancing, or providing substitute resources or environments; and
6. Monitor the impact and take appropriate corrective measures.

A typical PSE transmission or distribution project may include the following avoidance and minimization measures:

For corridors within or adjacent to road right-of-way:

- PSE conducts typical ongoing maintenance and operations work from the improved roadway to the greatest degree possible, minimizing wetland impacts.
- For new pole installation or replacement, PSE adjusts pole locations to avoid direct impacts to wetlands wherever operationally feasible.

For maintenance, repair and upgrades in cross-country corridors:

- Engineering and environmental constraints are evaluated by PSE during the initial project reconnaissance and subsequent design phase to avoid and/or minimize impacts associated with both placement of transmission/ distribution infrastructure and temporary or permanent access routes. PSE engineers use information from wetland delineations to adapt project components to avoid wetlands and buffers wherever feasible.
- Where pole replacement or installation must occur in a wetland, PSE employs appropriate BMPs such as temporary timber mats to avoid permanent access road related impacts and designs temporary access routes to minimize impacts to wetlands.

For all PSE transmission and distribution corridors:

- Clearing, land disturbance, and construction impacts are confined to the minimum area necessary to complete the project.
- During construction, appropriate erosion control measures from the Western Washington Stormwater Manual specific to construction activities are implemented to avoid erosion and sedimentation impacts.
- Following construction, temporarily impacted areas are replanted and/or allowed to recover to pre-construction conditions.

6.0 Application of Best Available Science

The inherently linear nature of transmission and distribution lines can make it impractical to avoid wetlands entirely. The goal of this code amendment is to enable PSE to install, upgrade and maintain transmission and distribution facilities while minimizing associated impacts to Category II wetlands by locating those facilities in and along areas that are already impacted by existing development, including existing road rights-of-way and existing cross-country utility corridors. Additional measures to limit impacts include adding additional conductors to existing distribution lines (single phase to multi-phase lines) or replacing existing distribution poles with poles that can also accommodate transmission lines, resulting in incremental or no additional impacts on wetlands. Where impacts must occur, it is preferable to locate them in areas that are previously disturbed by existing uses or adjacent to existing disturbance where the wetlands currently provide the most limited habitat functions. The code amendment will not allow for the construction new facilities in areas that overlap with Category I wetlands or allow for new cross-country transmission and distribution lines in Category II wetlands.

In addition, wetland impacts from vegetation removal, trimming, and occasional facilities maintenance, repair, and replacement do not represent a total loss of wetland functions. Impacts from PSE activities are primarily vegetation management and conversion impacts, rather than fill or soil-disturbance impacts. PSE transmission and distribution corridors that cross through wetlands can retain native shrub and herbaceous species that are similar to those found outside the corridor, meaning that they do not represent a total loss of habitat functions nor a break in connected habitat corridors. In addition, PSE projects follow mitigation sequencing and actively seek to avoid and minimize impacts to wetlands wherever possible. Where complete avoidance is not feasible, permanent wetland impacts from PSE projects are typically very minor. PSE mitigates for permanent wetland impacts from project activities in accordance with applicable federal, state, and local regulations in order to achieve no-net-loss of wetland functions.

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Code Amendment Request Narrative and Comprehensive Plan Consistency

Puget Sound Energy (PSE) is requesting that the City of Bainbridge Island (City) amend sections of the Municipal Code (BIMC) through the Legislative Review of Land Use Regulations process in BIMC 2.16.180 to facilitate maintaining, upgrading and installing new electrical distribution and transmission lines on Bainbridge Island. The amendments are focused on supporting PSE's linear infrastructure (i.e. distribution and transmission lines and associated equipment and activities and not primary use of a site by a utility facility, such as a substation. These amendments include changes to language within the following sections of code:

- BIMC 16.20 – Critical Areas,
- BIMC 18.12- Dimensional Standards, and
- BIMC 2.16 – Land Use Procedures.

Although these amendments are being requested by PSE for the benefit of providing reliable electrical service to the community, all linear primary utilities are regulated by these code provisions, including water, stormwater, sewer, and communication facilities (see definition of “Utility, primary” in BIMC 18.36) and so these facilities may also be constrained by these code provisions. It should be noted that these amendments will not allow PSE to create a condition that does not now exist on Bainbridge Island today. The standard operation of PSE's electrical system that has been in place in some capacity since the 1940s has resulted in the placement of infrastructure in locations that are now regulated as critical areas, zoning setbacks, and pole heights that exceed the regulatory height of buildings.

Amendment Requests

BIMC 16.20 Critical Areas: The code sections that PSE seeks to amend within the Critical Areas regulations focus on development, use and activity prohibitions in Category I and II wetlands (BIMC 16.20.140.G.2) and the required designation of Aquifer Recharge Protection Areas (ARPAs) based on certain development triggers (16.20.100.E.1). To continue to maintain, upgrade and install new linear electrical utility infrastructure to improve reliability and serve the electrical needs of the Bainbridge Island community, PSE is requesting an amendment to BIMC 16.20.100.E.1 to include a provision that utility corridors on easement on property not owned by PSE not be subject to the ARPA dedication requirement. PSE is also requesting an amendment to BIMC 16.20.140.G.2 to provide an allowance for

the maintenance and upgrade of existing infrastructure in Category I and II wetlands and installation of new linear utility infrastructure along or adjacent to road right-of-way within Category II wetlands.

Dimensional Standards – BIMC 18.12. PSE is requesting amendments within the dimensional standards section of the code related to pole height and linear utilities in zoning setbacks. These amendments seek to provide clarity on the interpretation of these code sections. There is a discrepancy in review processes between BIMC 18.12.020 and 18.12.040 for distribution and transmission line poles when a pole is replaced or a new pole is added within an existing utility corridor. The dimensional tables in BIMC 18.12.020 state that conditional use permit review is required for nonresidential uses that exceed the height limits provided for buildings and structures. There is a reference to some encroachments allowed in BIMC 18.12.040, which allows replacement poles over certain thresholds to be approved through minor site plan review. The code amendment seeks to resolve the discrepancy in permit review processes and ensure there are no gaps in the regulations.

BIMC 18.12.040 also regulates allowances for encroachment into zoning setbacks. Table 18.12.040 includes an allowance for overhead and underground accessory utilities, but does not provide an allowance for primary utilities. The presence of distribution and transmission line infrastructure within and overhanging setback areas is commonplace on Bainbridge Island and essential to utility operation. Other city standards as well as safety considerations require placement of overhead and underground electric utility infrastructure at the edge of road right-of-way or on adjacent private property. Additionally, transmission and distribution lines must cross setbacks to connect to substations. The code amendment would allow encroachment by linear primary utilities as well as accessory utilities.

Land Use Procedures – BIMC 2.16. PSE is requesting an amendment to BIMC 2.16.020.D, which identifies who can apply for a permit. BIMC 2.16.020.D states in pertinent part: “A property owner, a contract purchaser, or an agent of the owner with authorized written proof of agency may apply for any type of permit.” Read alone, BIMC 2.16.020.D does not appear to contemplate PSE as a permissible applicant for a range of common utility activities. PSE is requesting to modify the language in BIMC 2.16.020.D to allow PSE to apply for permits for essential utility projects on property where PSE is not the underlying property owner.

Background

PSE provides electrical service to Bainbridge Island through a system of transmission lines, distribution lines, and substation. The Bainbridge electrical system is comprised of approximately 13 miles of transmission lines, 3 substations that step down the voltage from transmission voltage (115 kV) to distribution voltage (12.5 kV), and approximately 320 miles of overhead and underground distribution lines. Like other utility infrastructure on the island, PSE has installed these facilities in response to need and growth over time. As the community grows, some infrastructure is upgraded and new infrastructure is installed. Additionally, as infrastructure ages, it must be repaired, replaced and upgraded provide reliability and comply with newer standards. Due to the linear nature of PSE’s

distribution and transmission line infrastructure and the necessity to link defined locations in the system, it not possible to completely avoid crossing features that are located throughout the City, such as critical area crossings, specific zoning districts, and setback areas. Finally, as Washington State, the City and PSE work to achieve greenhouse gas reduction goals, additional electrical facilities will likely be needed to provide for the electrification of building, the transportation sector (ranging from cars to ferries) and other emerging needs.

Ranges of Regulated Activities

Activities that PSE needs to perform on the electrical system on Bainbridge Island include maintaining and repairing or upgrading existing infrastructure or installing new infrastructure. These activities can be regulated by provisions in Bainbridge Island code depending upon intensity and level of impact. Based on these ranges of activities, there is no “one size fits all” regulatory approach for each category. The general parameters of these activities include:

Repair and maintenance: The electrical infrastructure on Bainbridge Island varies in age. A normal part of repair and or maintenance needs of this infrastructure is to replace equipment, poles, and conductor as well as to maintain safety clearances from equipment and wires through trimming and removing incompatible vegetation. Operational standards and field conditions can change over time; therefore, when infrastructure is replaced, equipment can change in size, poles size or height can increase incrementally, and accessory components attached to poles can change size or configuration. PSE also cannot control the natural growth of vegetation in the field over time. Existing incompatible trees are trimmed and/or removed as part of maintenance. Trees can grow and become incompatible with the lines or equipment that haven’t historically been maintained. All of these factors can result in a repair or maintenance activity going over the threshold of an “exempt” activity under Bainbridge Island codes and regulations.

Upgrades: A number of activities fall under the category of infrastructure upgrades. These activities generally involve a level of intensification or expansion of existing infrastructure. This can involve replacement of existing infrastructure, but also adding equipment or replacing equipment with equipment that meets different operational standards and/or adds capacity to the system.

New Installation: New installations are more extensive than upgrading existing facilities and include adding a new distribution or transmission lines to the system. New installations can vary in intensity. Adding a new power line does not necessarily entail establishing a new corridor. Distribution lines can be aerial or underground and depending on location of need, can be collocated with other utilities within or adjacent to road right-of-way. New transmission lines can involve the establishment of a new corridor cross country, installation of new poles within or adjacent to road right-of-way, or collocating with existing above ground distribution infrastructure by replacing select poles with taller poles that can support both distribution and transmission lines (referred to as “overbuilding”).

BIMC 16.20 – Critical Areas

PSE's linear utility infrastructure is generally located within or adjacent to public road right-of-way or sometimes within easements that cross private and public property. Poles, conductor, underground distribution conduit and cables and other equipment have been installed over time to serve community needs and customer demand. When PSE's above ground distribution and transmission poles are located within road right-of-way, they are placed to avoid conflict with other uses in the right-of-way including motorized and non-motorized uses, other above and below ground utilities, among other features. In many cases, this pushes PSE's poles to the very edge of the right-of-way (which is often unimproved) or onto private property. Even when poles are not physically located on private property, there can be a need for PSE to acquire easements on property adjacent to the right-of-way to accommodate required clearance for overhead conductors. These easements vary in size based on operational need and allow for the conductor on the poles to overhang the adjacent property or to accommodate for the swinging of the wire due to wind and heat. These easements also allow PSE to maintain vegetation and meet clearance standards from the conductor. PSE also acquires easements to support guys and anchors and for vaults and ground mounted equipment to support underground distribution lines when placement in the right-of-way is not possible.

Additionally, because PSE's infrastructure (above and below ground) is often located in the unimproved portion of the right-of-way and may at times require easements on adjacent properties, PSE is unable to avoid properties that are zoned R-0.4, R-1, or R-2, impacts to critical areas such as wetlands that are located within or adjacent to the unimproved portion of the road right-of-way, or placing utility infrastructure in zoning setbacks. Much of the unimproved road right-of-way or frontage area on low density residential lots contains tree canopy screening. PSE often must selectively trim or remove vegetation in these areas that conflict with safe conductor clearances. The majority of impact caused to a wetland or vegetative screen by a linear utility line is due to the need to maintain vegetation from the conductor, not from the poles or other equipment. For underground distribution lines, vaults, pad mount transformers or similar equipment may need to be placed on private property within easements adjacent to road right-of-way even if the lines are located within road right-of-way. Under City of Bainbridge Island Public Works policy and the terms of PSE's franchise, wet utilities such as sewer and water have a preference to be sited under improved right-of-way (pavement) and dry utilities such as electric lines are generally pushed out into the unimproved portion of right-of-way in the road shoulder.

BIMC 16.20.040 Exemptions contains a provision applicable to the maintenance of utility infrastructure in regulated critical areas. This exemption applies both to the requirements of BIMC 16.20.140.G.2 pertaining to the prohibition of primary utilities in Category I and II wetlands and BIMC 16.20.100.E.1 pertaining to the dedication of ARPAs. BIMC 16.20.040.A.6 states, "[n]ormal and routine repair and maintenance of existing utility structures within a right-of-way or existing utility corridor or easement, including the cutting, removal and/or moving of vegetation above the ground that utilizes best management practices and does not expand the use, activity or structure further into a critical area." The City's interpretation of this code section has varied over time, but has generally been limited to allowing replacement of existing poles, conductor and equipment with like or similar appurtenances, as

well as routine management of vegetation within existing corridors. However, the constrained nature of this interpretation has resulted in, what PSE believes, are unintended and illogical results.

More specifically, depending upon the scope of maintenance or upgrade activities along a utility corridor, maintaining existing infrastructure can result in additional impacts to a critical area. This could be due to changes to engineering standards over time, the need to modify pole position and conductor span length to meet regulations and standards (such as control zone), or the need to modify pole size to support upsized conductor, fiber lines, communication utility lines, or other infrastructure changes. There can also be unintended regulatory consequences. For example, PSE analyzed lessening impacts to Category II wetlands along an existing transmission corridor constructed in the 1960s. This would entail reducing the number of poles physically located in the wetlands by increasing the span length (distance) between poles. The overall net impact to wetlands would have been reduced by having fewer poles in wetland areas. However, to accomplish this, one of the poles that would have to be replaced in a wetland would have to be nominally larger in diameter to support the increased span length between poles. The City concluded this was not allowed in a Category II wetland, as it did not qualify as “normal and routine repair and maintenance” since the ground area impact of the pole would increase in that location, even though the overall net impact in Category II wetlands would decrease by removing poles in other locations. Therefore, PSE had to replace the existing poles in their existing locations to meet the exemption and could not provide the alternative net benefit to wetlands due to the existing prohibition in BIMC 16.20.040.G.2. Adoption of PSE’s proposed code amendments would allow for greater flexibility in minimizing and avoiding impacts to Category II wetlands, in addition to allowing continued operation of the electrical system on the Island.

It should be noted that based on the City’s GIS data, Category I wetlands are not a common occurrence on Bainbridge Island. This is particularly the case in areas adjacent to road rights-of-way where PSE’s proposed amendment would most often apply. PSE is aware of only one occurrence where an existing transmission line facility spans a Category I wetland. Based on available mapped data there are no other known occurrences; however PSE would like to reserve the right to maintain and upgrade any existing infrastructure found to overlap with a Category I wetland should such conditions be encountered on a project-specific basis in the future. Maintenance impacts generally consist of replacing existing aging infrastructure and maintaining vegetation to meet safety clearances around power lines. Some temporary impacts could occur during maintenance access, but these impacts would be restored. In most cases, maintenance activities fall under the critical areas exemptions in BIMC 16.20.040, however there are some instances where maintenance may result in minor new unavoidable impacts to critical areas. See “Bainbridge Island Code Amendment Best Available Science Review” document for additional discussion on the wetland code amendment and potential impacts.

Existing and Proposed Code Provisions

In 2018, the City of Bainbridge Island updated the Critical Areas regulations in BIMC 16.20. As part of that update, BIMC 16.20.100 Aquifer Recharge Areas was added to the Critical Areas regulations and

BIMC 16.20.140.G.2 was modified to add prohibitions for overhead primary utilities in Category I wetlands and overhead and underground primary utilities in Category II wetlands.

BIMC 16.20.100: Aquifer Recharge Areas

In 2018, the City of Bainbridge Island adopted an update to the Critical Areas regulations including provisions regulating aquifer recharge areas. The entire island is designated as an aquifer recharge area due to its status as a sole source aquifer. As a means of implementing new state stormwater regulations that emphasize the use of Low Impact Development (LID), the City adopted a new requirement that when development occurs on property located within the R-0.4, R-1 and R-2 zoning districts, up to 65 percent of the site be designated an Aquifer Recharge Protection Area (ARPA). The code regulates any proposed development or activity requiring site assessment review (SAR) that is located within the R-0.4, R-1, or R-2 zoning districts and requires these activities to designate an ARPA that is recorded on a property title. The triggers for SAR review include over 800 square feet of new hard surface, grading or clearing activities over 7,000 square feet or 35% of a site (whichever is smaller), and underground utilities not under existing hard surface.

The code does not distinguish between development and activities by a fee owner of a parcel who may develop and use the entire parcel versus development/activities by an easement holder who only has rights to use a portion of the property for a specified use or activity and does not hold fee interest in the property. PSE's easement rights grant PSE use of a limited portion of a parcel for the purpose of installing, operating and maintaining linear electrical distribution and transmission infrastructure. The easement area is based upon operational needs determined by PSE. Other than rights of ingress and egress granted under state law, PSE does not have rights on private property outside of its easement areas and cannot record restrictions on title that will overburden a property for purposes that are not consistent with and for the benefit of utility operational needs. Therefore, PSE as a regulated utility cannot meet the aquifer recharge area requirement to set aside 65 percent of a property owner's site within an ARPA.

PSE is requesting that the City amend BIMC 16.20.100.E.1 to add a provision that excludes utility installation, upgrade and maintenance activities on property not owned by the utility. Accordingly, PSE would comply with ARPA dedication requirements on its own property when applicable. However where PSE's interest in the property is limited to a utility easement, the requirement would be waived as to PSE's use but still apply to the parcel owner. Although this amendment is being requested by PSE, such a provision would also benefit other utilities. Suggested language includes adding a subsection e. that states, "Activities related to the installation, upgrade and maintenance of utility facilities and corridors, when located on property not owned by the utility provider." See Attachment 1: Proposed Code Language.

BIMC 16.20.140.G.2: Prohibited Activities in Category I and II Wetlands

Prior to the Critical Areas regulation amendments adopted in 2018, the Wetlands section of the Critical Areas code included a use table that specified whether uses and activities were allowed outright, permitted subject to development standards, allowed with special use permit approval, or prohibited

when located within a wetland or wetland buffer (see Table 8 below). The regulations at that time specified that overhead utility lines were allowed in Category I-III wetlands and buffers with special use permit approval and permitted subject to development standards in Category IV wetlands. For underground utility lines, the regulations stipulated these were prohibited in Category I wetlands, but allowed in Category I wetland buffers and allowed with special use permit approval in Category II – IV wetlands and their buffers.

Table 8: Regulated Uses and Activities in Regulated Wetlands and Buffers

	Category I		Category II		Category III		Category IV	
	W	B	W	B	W	B	W	B
32. Utility Line-Overhead	S	S	S	S	S	S	P	P
33. Utility Line - Underground	X	S	S	S	S	S	S	S

P = Permitted Subject to Development Standards and Underlying Permit, S = Special Use Permit Required, X = Prohibited

Publicly available supporting documentation for the 2018 code amendments indicate that the formatting of Table 8 was changed to a list for ease of reading the regulations, but does not include an explanation as to why overhead utilities were determined to be prohibited in Category I wetlands and both overhead and underground utilities were determined to be prohibited in Category II wetlands. PSE's consultant has provided best available science documentation to support an allowance for linear new utility lines to be located within Category II wetlands where impacts can be limited and an allowance for the repair and upgrades of existing utility facilities in Category I and II wetlands (see *Bainbridge Code Amendment BIMC 16.20.140.G: Prohibited Activities – Best Available Science*, HDR, January 2023 memo).

In order to continue to maintain and upgrade existing linear infrastructure located in cross-country corridors (generally existing transmission lines) and maintain, upgrade and install new linear facilities within and adjacent to road right-of-way, PSE is requesting an amendment to BIMC 16.20.140.G.2 to narrow the prohibition on new primary utilities in Category II wetlands based on balancing the needs of the community with Best Available Science to support limited impacts to these critical areas. Although PSE is requesting this code amendment, it has the potential to impact all linear primary utilities, including sewer and water line within unimproved portions of road right-of-way. See for example, the storm sewer lines mapped in the City of Bainbridge Island's SAR Web Application which shows the location of utilities and critical areas.

PSE is proposing to amend the language in BIMC 16.20.140.G.2 to limit the primary utility prohibition to new utility facilities in Category I wetlands and in Category II wetlands where a new utility facility is not placed within or adjacent to road right-of-way (i.e. no new cross country corridors). This will allow for

the continued maintenance and upgrade of existing facilities in cross country corridors where they cross Category I and II wetlands and for the establishment of new facilities in Category II wetlands only where impacts can be limited to the area within or adjacent to road right-of-way; which is often already disturbed and of diminished ecological value. As noted earlier in this document, PSE is only aware of one instance of an existing primary utilities located within Category I wetlands based on mapped data, but would like to reserve the right to maintain and upgrade existing facilities should Category I conditions be encountered in the field on a project specific basis. See Attachment 1: Proposed Code Language.

BIMC 18.12 Dimensional Standards

The Permitted Height Modifications section of Table 18.12.040 was amended in 2014 (Ordinance 2014-05) to adopt land use review pole height thresholds. At this time, PSE was in the process of replacing the steel transmission tower that held the two transmission lines crossing Agate Pass from Kitsap County with two steel monopoles. These 140-foot monopoles are of a greater height compared to other poles on the Island due to the length of the crossing and the need to meet safety clearances from Agate Pass Bridge. Table 18.12.040 at that time did not allow poles over 50 feet in height and no variance requests were allowed. The adopted code language distinguishes between distribution and transmission line poles and allows incremental increases in pole height and changes in location without land use review and imposes thresholds for requiring minor site plan review. What was not contemplated at that time was the occasional need to add a pole or poles along an existing distribution or transmission corridor to facilitate system upgrades. The City interprets the exemption language in BIMC Table 18.12.020-2 and 18.12.020-3 to require conditional use approval for any new pole installation that is over the height of the underlying zoning district, particularly since the language in Table 18.12.040 is focused on replacement poles, however the current language is not specific to new uses. To clarify the discrepancy between the language in Table 18.12.020-2 and 18.12.020-3 and Table 18.12.040 regarding land use review, additional language to clarify the intent of those code sections is proposed. Additionally, the language in the last row of Table 18.12.040 was meant to be replaced with the adopted language regarding distribution and transmission pole height. This language was proposed to be stricken as part of the 2014 amendments, but inadvertently left in the final adopted ordinance.

Also within Table 18.12.040, under Permitted Setback Modifications, the language pertaining to an allowance for accessory utilities in zoning setbacks inadvertently prohibits primary utilities in setback. Linear distribution and transmission conductor (wires) along road rights-of-way often extend over adjacent setback areas and occasionally poles are placed within setbacks to avoid conflicts with and provide clearance from uses within the road right-of-way. Even when underground distribution lines are placed within road right-of-way, ancillary equipment such as vaults and pad mounted transformers can be placed within easement areas that overlap with zoning setbacks. Alternatively, distribution and transmission lines can extend perpendicularly through setbacks, particularly when they are going into or out of a substation facility to connect with linear infrastructure within road right-of-way. PSE is requesting the language be amended to reflect the common presence of overhead or underground linear infrastructure within zoning setbacks, however this language will not allow parcel-based primary utility facilities that occupy a site as a primary use to extend into zoning setbacks. Like other proposed

amendments, other linear primary utilities defined under BIMC 18.36.030 will fall under this amendment, including water, sewer, storm, and communication lines. See Attachment 1: Proposed Code Language.

BIMC 2.16.020.D – Who Can Apply

In many instances, PSE is not, and likely never would be, a property owner as defined under BIMC 18.36.030. The code defines “owner” as “the party or parties having the fee interest in land”. For many common utility activities and projects, particularly related to linear utility facilities, PSE holds or acquires easement rights to use a portion of a property, not fee interests which would have a more intrusive effect on the use of the property by the owner. Further, PSE is not acting as an agent of the owner. PSE’s projects and activities are essential infrastructure projects to fulfill a state mandate to provide reliable, safe, and reasonable cost energy to the community.

The existing code does not acknowledge the discretionary nature of many permit review processes and how that relates to the process of acquiring rights for utility infrastructure. PSE may not be able to precisely identify needed rights before going through land use and environmental permit processes, as the City may request slight shifts in pole placement or the location of other infrastructure which can impact easement size and configuration. Therefore, requiring PSE to acquire rights before a permit is applied for may result in PSE acquiring rights it does not need or in having insufficient rights, both of which have the potential to negatively impact Bainbridge Island property owners and is not in the best interest of PSE rate payers. These discretionary permit processes often include public notice requirements, including public hearings for some levels of review. These processes provide community transparency and provide the opportunity for public review and comment on a project, even beyond the impacted property owners within a project area.

It does not make practical sense to preclude the City’s electric service provider from being an “applicant” to apply for permits for its essential infrastructure projects. Certain code provisions arguably provide the City with flexibility to process PSE’s applications without property owner authorization, including BIMC 2.16.020.J.1.d and BIMC 2.16.020.J.2.a which provide the Director with discretion to waive submittal requirements deemed unnecessary for the review of an application and provide the ability for the City to deem an application complete when materials submitted are sufficient for accurate review, even if additional information may be required or project modifications made. The requested amendment allows PSE to apply for permits and acquire rights, but preserves the City’s authority to not issue construction permits until proof of rights is provided by PSE. See Attachment 1: Proposed Code Language.

BIMC 2.16.180: Legislative review of land use regulations.

BIMC 2.16.180 applies to the adoption of amendments to the BIMC related to land use procedures and regulations. Although the code does not contain specific decision criteria for legislative review of land

use regulations, it does specify consideration of the Comprehensive Plan. Comprehensive Plan policies that support the requested code amendments include:

Goal U-1: Ensure that reliable utility services are available to all Bainbridge Island residents.

Response: Continuing to maintain, upgrade, and install new linear distribution and transmission facilities on the island is cornerstone to ensuring the ability to provide reliable electric service to the community. This will become increasingly true as the use of electricity expands in the transportation sector and to support other emerging technologies. The inability to upgrade or install infrastructure in unavoidable locations or for PSE to apply for permits is inconsistent with PSE's state mandate to serve the community with safe, reliable, and cost efficient energy.

Goal U-3: Ensure that utility services are adequate to meet current demands, and that utility providers plan for future demands.

Response: Providing adequate utility service means that PSE must continue to maintain, upgrade and install new linear distribution and transmission facilities in geographic areas that meet the need. Installing, upgrading and maintaining linear infrastructure can mean impacts to critical areas or placement of utility infrastructure or management of vegetation in the roadway or along private property frontage due to the need to install and maintain infrastructure between two connected points (generally substations). In order to ensure that utility services are adequate, PSE needs clarity regarding its ability to apply for permits.

Goal U-5: Ensure that new or major renovations to existing utility facilities are designed to minimize adverse impacts on residents and the environment.

Response: The ability apply for permits and to maintain and upgrade existing utility facilities will minimize impacts to residents and the environment, as these facilities can remain in place. Allowing for installation of new utility facilities within and adjacent to road rights-of-way will minimize impacts as these areas are generally already disturbed by the adjacency with the motorized roadway and use areas of properties that are set aside from use by primary structures.

Goal U-6: Ensure that permits and approvals for utility facilities are processed in a fair, timely manner and in accord with development regulations and this Plan and **Policy LU-6.5:** Process applications for development approval on Bainbridge Island within the timelines established in the City's land development regulations in order to ensure affordability, fairness, citizen notification and predictability in the land development process.

Response: There is a need for clarity and modifications to the code to allow submittal and review of PSE project permits. The ability to provide essential facility upgrades and installations within the community is currently being hindered by the inability for permits to be submitted and reviewed in a timely manner. PSE submitted its application materials for the Winslow Tap 115 KV Transmission Line Rebuild Project on February 9, 2023. The application has not been processed within the timelines established in the City's code due to lack of clarity in BIMC 2.16.020.D as well as needed modifications to other provisions in the code hindering this and other projects from being approved.

Policy U-14.3: Encourage the electric service provider to improve reliability, with particular attention to adding transmission redundancy and mitigating impacts on service from storms or other natural events.

Response: PSE needs the ability to continue to maintain, upgrade and install new infrastructure to ensure reliable power can be provided to meet the needs of the community. Due to the linear nature of PSE's facilities and the need to provide connections between two defined points, limited impacts to wetlands and encroachment onto private property are often unavoidable. PSE needs the ability to not only install new infrastructure, but continue to maintain and upgrade existing infrastructure that was installed within these areas prior to existing regulations. In limited circumstances, upgrading a facility can entail adding one or more poles within an existing power line alignment may be required to maintain the engineering integrity of the system.

Approval of the requested code amendments will not absolve PSE or other linear utility providers from meeting other applicable sections of the BIMC. For example, the ARPA amendment would exempt linear utility facilities on property not owned by the utility from having to designate an ARPA. However, other applicable aquifer recharge area related protections will still apply, including compliance with stormwater standards and regulations. In terms of allowing for limited impacts from new primary utilities within Category II wetlands, mitigation sequencing and other applicable critical areas standards will still apply to any project that impacts a Category II wetland. The dimensional and application amendments intend to clarify language in the code to reduce impractical impediments and allow for timely processing of essential energy project permits.

BIMC 16.20.100 Proposed Code Language

BIMC 16.20.100 Aquifer recharge areas

E. Development Standards – Aquifer Recharge Protection Area (ARPA)

1. Any proposed development or activity requiring a site assessment review (SAR) pursuant to Chapters 15.19 and 15.20 BIMC located within the R-0.4, R-1, or R-2 zoning designations requires designation of an ARPA; except, designation of an ARPA is not required for the following:
 - a. Removal of invasive species;
 - b. Construction of public trails provided that standards set forth in BIMC 16.20.110.G.5. a through e are met;
 - c. Replacement of hard surfaces; ~~and~~
 - d. Development and activities located on properties protected in perpetuity by a legal instrument acceptable to the city attorney wherein at least 65 percent of the site meets the development standards for aquifer recharge protection areas of this section-; and
 - e. Activities related to the installation, upgrade and maintenance of utility facilities and corridors, when located on property not owned by the utility provider.

BIMC 16.20.140 Proposed Code Language

BIMC 16.20.140 Wetlands

G. Prohibited Activities

1. The following development, uses and activities are prohibited in wetlands:
 - a. Draining, excavation, placement of fill material and flooding not associated with an exempt or regulated use;
 - b. Forest Practices – Class IV general or conversion options harvest plan;
 - c. New or expanded agriculture; or
 - d. On-site sewage facility.
2. The following development, uses and activities are prohibited in Category I and II wetlands:
 - a. Fish hatchery;
 - b. Golf course;
 - c. Mineral extraction;
 - d. Public facility;
 - e. Public communication tower;
 - f. New public road/street;
 - g. New private access road or driveway;
 - h. Stormwater retention/detention facility; or
 - i. New primary utility not within or directly adjacent to an existing road right-of-way in Category II wetlands. New primary utilities are prohibited in Category I wetlands.

BIMC 18.12.020 Proposed Code Language

BIMC 18.12.020 Table of dimensional standards.

Tables 18.12.020-2 and 18.12.020-3 set forth applicable dimensional standards. Where a property is located in more than one zone district, units permitted by density calculations in each zone district must be constructed on the portion of property located within that zone district and required setbacks for each zone district must be met. Permitted densities are not “blended” across the zone district line.

Table 18.12.020-2 Standard Lot Dimensional Standards for Residential Zone Districts

[Numbers in brackets indicate additional requirements listed at the end of the table]

ZONING DISTRICT DIMENSIONAL STANDARD	R-0.4	R-1	R-2	R-2.9	R-3.5	R-4.3	R-5	R-6	R-8	R-14
MAXIMUM BUILDING AND STRUCTURE HEIGHT [4]										
Note: Bonus may not be available in shoreline jurisdiction										
All lots										
Base	30 ft.	30 ft.		25 ft.				30 ft.	35	
Bonus for Nonresidential Uses if Conditional Use Permit Conditions are Met	35 ft.	35 ft.		30 ft.				35 ft.	40 ft.	40 ft. See BIMC 18.12.030.B
Exemption	Alternative height limits may apply for nonresidential uses if additional conditional use permit provisions of BIMC Title 2 are met. Some encroachments through height limits are permitted under BIMC 18.12.040 <u>without conditional use permit approval</u> .									
Shoreline Jurisdiction	See Table 16.20.030-2, Dimensional Standards Table, and BIMC 16.12.030.B.3.i, Regulations – Shoreline Structure Setback View Requirement.									

[4] For community and educational facilities (as listed in Table 18.09.020), spires, towers and other vertical features with horizontal cross-sections no more than five percent of the footprint of the primary structure may have a maximum height of 10 feet above the maximum base height, and shall be reviewed through a conditional use permit.

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and “Other” Zone Districts

ZONE DISTRICT	Mixed Use Center					HRS I and II	NC	B/I	WD-I
	Central Core Overla y	Madiso n Avenue Overlay	Erickson Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
DIMENSIONAL STANDARD									
MAXIMUM BUILDING AND STRUCTURE HEIGHT [5]									

Note: Bonus may not be available in shoreline jurisdiction									
Base	35 ft.; 25 ft. max. south of Parfitt	25 ft.; 35 ft. north of High School Road	25 ft.	35 ft.	BIMC 18.12.030.C standard height north of Winslow Way; 35 ft. south of Winslow Way	35 ft.	35 ft.	35 ft.	35 ft. except that Chapter 16.12 BIMC applies within shoreline jurisdiction
Bonus 1 if parking under building [6]	45 ft.; 35 ft. south of Parfitt	35 ft.; 45 ft. north of High School Road	35 ft.	45 ft.	BIMC 18.12.030.C optional height north of Winslow Way; 45 ft. south of Winslow Way	45 ft.			
Bonus 2 for Nonresidential Uses with Major Conditional Use Permit							45 ft.	45 ft.	45 ft.
Bonus 3 Structure Height	Alternative height limits may apply if the conditional use permit provisions of BIMC Title 2 are met. Some encroachments through height limits are permitted under BIMC 18.12.040 <u>without conditional use permit approval</u> .								

BIMC 18.12.040 Proposed Code Language

BIMC 18.12.040 Modifications to required setbacks and height

A. Permitted Setback/Height Modifications. Minimum and maximum setbacks and maximum heights established in Tables 17.12.070-1, 18.12.020-2, and 18.12.020-3 and in BIMC 18.12.030 may be encroached as set forth in Table 18.12.040 and may also be modified by applicable provisions of adopted fire codes, the shoreline master program, and/or the building code. These modifications are not permitted in required perimeter or roadside buffers.

Table 18.12.040: Permitted Setback/Height Modifications

Type of Encroachment	Encroachment Permitted	Conditions
Permitted Setback Modifications		
Fence or combined fence and berm up to 6 feet high	In any required setback subject to applicable regulations in BIMC Title 15	Except as provided in BIMC 18.12.040.B and Chapter 16.12 BIMC
Nonscreening fences or combined nonscreening fence and berm up to 8 feet high	In any required setback subject to applicable regulations in BIMC Title 15	Except as provided in Chapter 16.12 BIMC
Chimneys, flues, awnings, bay windows, and greenhouse windows	Up to 18 inches into any required setback	
Covered porches, bay windows and eaves within the Ericksen Avenue overlay district	Up to 5 feet into the front yard	Bay windows must be cantilevered outward from the wall, and may not result in any portion of the building floor area extending into the setback
Any structures, including but not limited to uncovered steps, porches, and decks less than or equal to 30 inches in height	Up to 2 feet in front and side setbacks. Up to 5 feet into required rear setbacks.	
Eaves	May extend up to 24 inches into any required setback except shoreline structure setback	
At or near grade structures such as uncovered patios, sidewalks, and driveways	In any required setback	May not exceed 4 inches in height
Signs	In any required setback	Must conform to Chapter 15.08 BIMC
Overhead or underground <u>primary or accessory utilities that are not the primary use of the site</u>	In any required setback, perimeter or roadside buffer	Must conform to Chapters 16.12 and 16.20 BIMC. Does not apply to above ground utilities such as propane tanks.
Composting bins	In side or rear setback areas	
Bioretention/rain gardens	In any required setback	In accordance with Chapter 15.20 BIMC
Rain barrels/cisterns	In any required setback	In accordance with Chapter 15.20 BIMC

Wall-mounted on-demand hot water heaters	Up to 18 inches in side and rear setbacks	Permitted if buffered or enclosed to prevent noise impacts to neighboring properties
Below-ground geothermal equipment	In any required setback, perimeter or roadside buffer	Must conform to Chapters 16.12 and 16.20 BIMC. Permitted if any excavated areas are promptly relandscaped after installation is complete.
Rockerries and retaining walls less than 4 feet in height	In any required setback	Rockerries and retaining walls greater than 4 feet in height may be permitted with qualified geotechnical engineer determination, and city concurrence, that is necessary for slope stabilization.
Public communication towers	In any required setback subject to applicable regulations in BIMC Title 15	Must conform to Chapters 16.12 and 16.20 BIMC
Permitted Height Modifications		
Small wind energy generators	Up to 18 inches above the maximum building height in the district	
Solar panels	Up to 18 inches above the maximum building height in the district	
Noncommercial, nonparabolic antennas affixed to noncommercial communication towers	Up to 50 feet in height above grade	
One flagpole per parcel	Up to 45 feet in height above grade	
Public communications tower	Up to 120 feet in height above grade	A building permit is required for a public communication tower. A conditional use permit shall be required for a public communications tower to be constructed between 71 feet and 120 feet above grade. A public communications tower shall not exceed 120 feet in height.
Distribution utility poles	Up to 55 feet in height above grade	Replacement poles over 55 feet in height, see BIMC 18.09.030.F.2.b. For new distribution utility facilities or corridors, see Table 18.09.020. Poles shall not be moved more than 20 feet from the original location <u>or a new pole added along an existing distribution line corridor</u> unless permitted under BIMC 18.09.030.F.2.b.
Transmission utility poles	Up to a 25 percent increase above existing pole height above grade with a maximum height of 100 feet	Replacement poles over the 25 percent increase or 100 feet in height, see BIMC 18.09.030.F.2.b. For new transmission utility

		facilities or corridors, see Table 18.09.020. Poles shall not be moved more than 20 feet from the original location or <u>a new pole added along an existing transmission line corridor</u> unless permitted under BIMC 18.09.030.F.2.b.
Utility structures existing on the effective date of the ordinance codified in this subsection	Existing height	May also be replaced or modified, provided, that the structure is not larger or taller than the original structure and is not moved more than 20 feet from its original location.

BIMC 2.16.020 Proposed Code Language

BIMC 2.16.020 General provisions.

A. Jurisdiction. Jurisdiction of the department director or the hearing examiner is limited to those issues where ordinance or other appropriate authority grants the authority to issue a decision, recommendation, or issue an order.

B. State Environmental Policy Act May Apply. The State Environmental Policy Act (SEPA) and the Bainbridge Island SEPA ordinance (Chapter 16.04 BIMC) may also apply to applications processed under this section. For a consolidated land use application subject to Chapter 43.21C RCW and Chapter 16.04 BIMC, the SEPA threshold determination shall be issued and any required public comment period shall be completed prior to a public hearing.

C. Types of Land Use Applications. Land use applications are classified into four major categories based on the review process: (1) administrative, (2) quasi-judicial decisions by a hearing examiner, (3) quasi-judicial decisions by city council, and (4) legislative approvals. The specific types of applications in each category are show in the table in BIMC 2.16.010.

1. Administrative land use decisions are made by a department director pursuant to the process in BIMC 2.16.030, and pursuant to specific standards in BIMC 2.16.040 through 2.16.090 as applicable.
2. Quasi-judicial decisions by a hearing examiner are made pursuant to the process in BIMC 2.16.100, and pursuant to specific standards in BIMC 2.16.110 through 2.16.120 as applicable.
3. Quasi-judicial decisions by city council are made pursuant to the process in BIMC 2.16.130, and pursuant to specific standards in BIMC 2.16.140 through 2.16.160 as applicable. This category includes consolidated project review, which is an option available for a land use proposal that requires more than one related land use permit, and in which decisions are made pursuant to BIMC 2.16.170. In some cases, consolidated project reviews may be quasi-judicial decisions by a hearing examiner.
4. Legislative approvals are non-site specific decisions related to land use in the city but not related to a specific land use application filed by a property owner. These decisions are made pursuant to BIMC 2.16.180, and pursuant to specific standards in BIMC 2.16.180 through 2.16.210 as applicable.

D. Who Can Apply

1. A property owner, a contract purchaser, or an agent of the owner with authorized written proof of agency may apply for any type of permit.
2. A resident who is not the owner of the dwelling may apply for permits and licenses pertaining to a home occupation.
3. A public or private utility that provides written documentation of their authority to exercise eminent domain under RCW 80.32.060.
- 3 4. Any person may request an interpretation of the zoning code, shoreline master program, or subdivision regulations. The director of planning and community development may issue interpretations of the zoning

code, shoreline master program, or subdivision regulations as needed, and shall post issued interpretations on the city website.

Ordinance 2024-04 Utility Regulations

PSE REQUEST FOR LEGISLATIVE REVIEW OF LAND USE REGULATIONS

The Request

PSE has several proposed projects to install, upgrade, and maintain within the City of Bainbridge Island. These projects include:

- Installing a new transmission line
- Rebuilding an existing transmission line
- Upgrading all three substations within the City

...but existing processes and codes cause permit processing difficulties.

PSE requested changes to Bainbridge Island Municipal Code to:

- Adjust dimensional standards for clarity regarding utility pole height and location.
- Adjust critical area code to make allowances for the unique needs of linear utility infrastructure.
- Allow a public or private utility to be an applicant without written authorization from the impacted property owners, (*if PSE provides written documentation of their authority to exercise eminent domain.*)

Timeline

- Initial Application - 4/20/22 & Updated Application - 2/6/24
- Planning Commission:
 - 2/22/24 – Initial Study Session
 - 3/14/24 – Examined Critical Areas & Dimensional Standards Request
 - 3/28/24 – Examined Change to the Definition of Applicant Request
 - 4/25/24 – Review of Preliminary Code Amendment Options
 - 5/23/24 – Review of Draft Ordinance 2024-04
 - 6/27/24 – Review of Adjusted Draft Ordinance 2024-04
 - 8/22/24 – Public Hearing and Recommendation on Draft Ordinance 2024-04
- Notice of Application on Draft Ordinance 2024-04 - 6/16/24
- SEPA Threshold Determination on Draft Ordinance 2024-04 – 7/3/24
- Notice to Department of Commerce – 7/5/24

Adjustments to Critical Areas Code



Balancing the protection of Bainbridge Island's critical areas with the needs of a linear utility infrastructure.

- Adjustments involving wetlands apply ONLY to distribution and transmission utility lines.
- Ordinance includes limits on where new infrastructure can be placed and what can be considered a maintenance or upgrade activity.
- Applicant must evaluate alternatives, demonstrate need, and mitigate.

Adjustments to Dimensional Standards



Balancing when conditional use and variance permits should be required to provide a timely and fair permitting process:

- Adjustments to code for clarity.
- Allow height modifications without a conditional use permit for:
 - Replacement distribution or transmission poles, and
 - New poles added along an existing corridor within 20 feet of existing infrastructure.
- Allow overhead and underground primary utilities in setbacks.

Adjustments to The Definition of Applicant

Balancing the rights of property owners with the unique needs of linear utility infrastructure:

- Examined other municipalities
- Examined four possible options
- Considered public comment
- Resolution for applicant's request was not reached.
- Proposed Ordinance 2024-04 does not contain
does not contain changes to the definition of
the definition of applicant.

Next Steps

- City Council to act on Ordinance 2024-04
- Per BIMC 2.16.180.G, the following applies to this ordinance and should be considered:
 - ✓ Testimony presented on the proposed amendment
 - ✓ Any written material submitted as part of the public hearing process
 - ✓ The recommendation of the planning commission and department director



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (6:55 PM) Receive Update on Groundwater Management Plan - Public Works,

SUMMARY: City staff will present an update on the Groundwater Management Plan. The initial groundwater modeling effort is complete, and the results indicate that groundwater resources are sufficient to meet the 20-year planning horizon. Key management and monitoring actions will be identified in the next phase of work to ensure resource and environmental protection.

AGENDA CATEGORY: Presentation

PROPOSED BY: Public Works

RECOMMENDED MOTION: Receive update on Groundwater Management Plan.

COMMUNITY ENGAGEMENT AND OUTREACH: As a part of this agenda item, City staff will be seeking input from the Council on the timing of community engagement.

FISCAL IMPACT:

Amount:	N/A
Ongoing Cost:	N/A
One-Time Cost:	N/A
Included in Current Budget?	Yes

BACKGROUND: The last update to the City Council on the Groundwater Management Plan was on August 13, 2024. At that meeting, staff presented the parameters to be included in the initial groundwater modeling effort.

The initial groundwater modeling effort is now complete, and the results indicate that groundwater resources are sufficient to meet the 20-year planning horizon. Key management and monitoring actions will be identified in the next phase of work to ensure resource and environmental protection.

The Plan is expected to be completed around the end of the year or the beginning of 2025.

ATTACHMENTS:

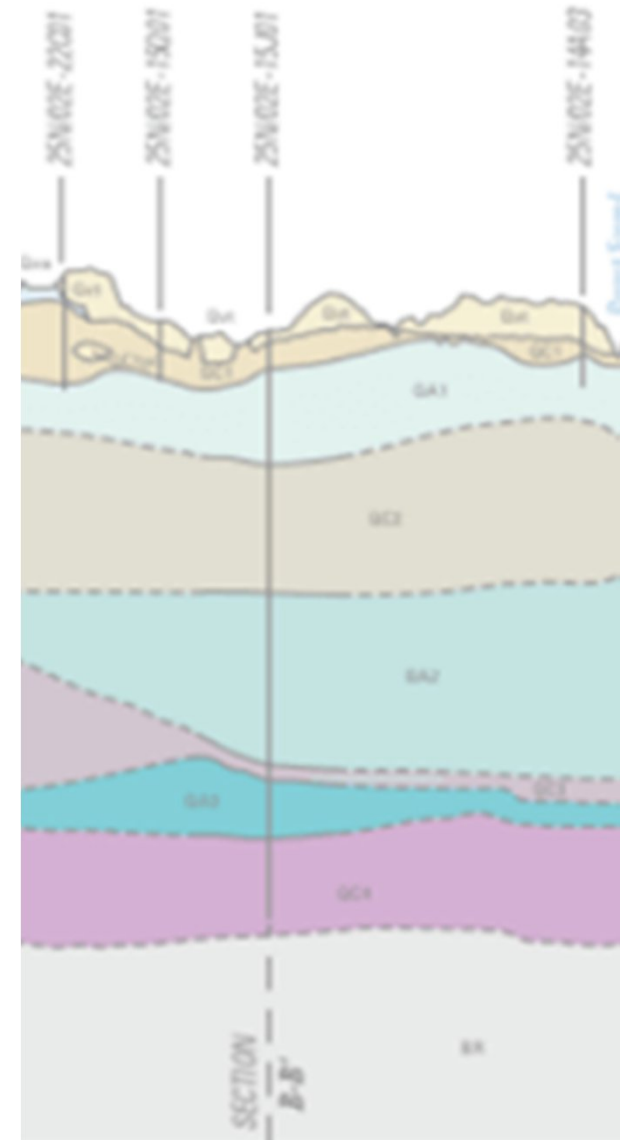
[GWMP City Council Update 092424 .pptx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Groundwater Management Plan (GWMP) Update – September 24, 2024



Agenda

1. Recap elements of the GWMP
2. Review early modeling results
3. Discuss management strategies
4. Advisory committee feedback
5. Next steps / schedule

Elements of the GWMP

Four (4) main elements:

1. Documenting existing groundwater conditions
2. Modeling future stresses/impacts on groundwater
3. *Developing/implementing strategies to mitigate impacts on groundwater*
4. Regular updates (every 6-years)

Sensitivity / Calibration - 100-year Modeling Stresses

- +15% Groundwater recharge (low stress)
- -15% Groundwater recharge (high stress)
- +2.8 feet sea-level rise (low stress)
- +6.9 feet sea-level rise (high stress)
- Low population 46,380 (84%)
- Medium population 56,780 (148%)
- High population 70,010 (178%)

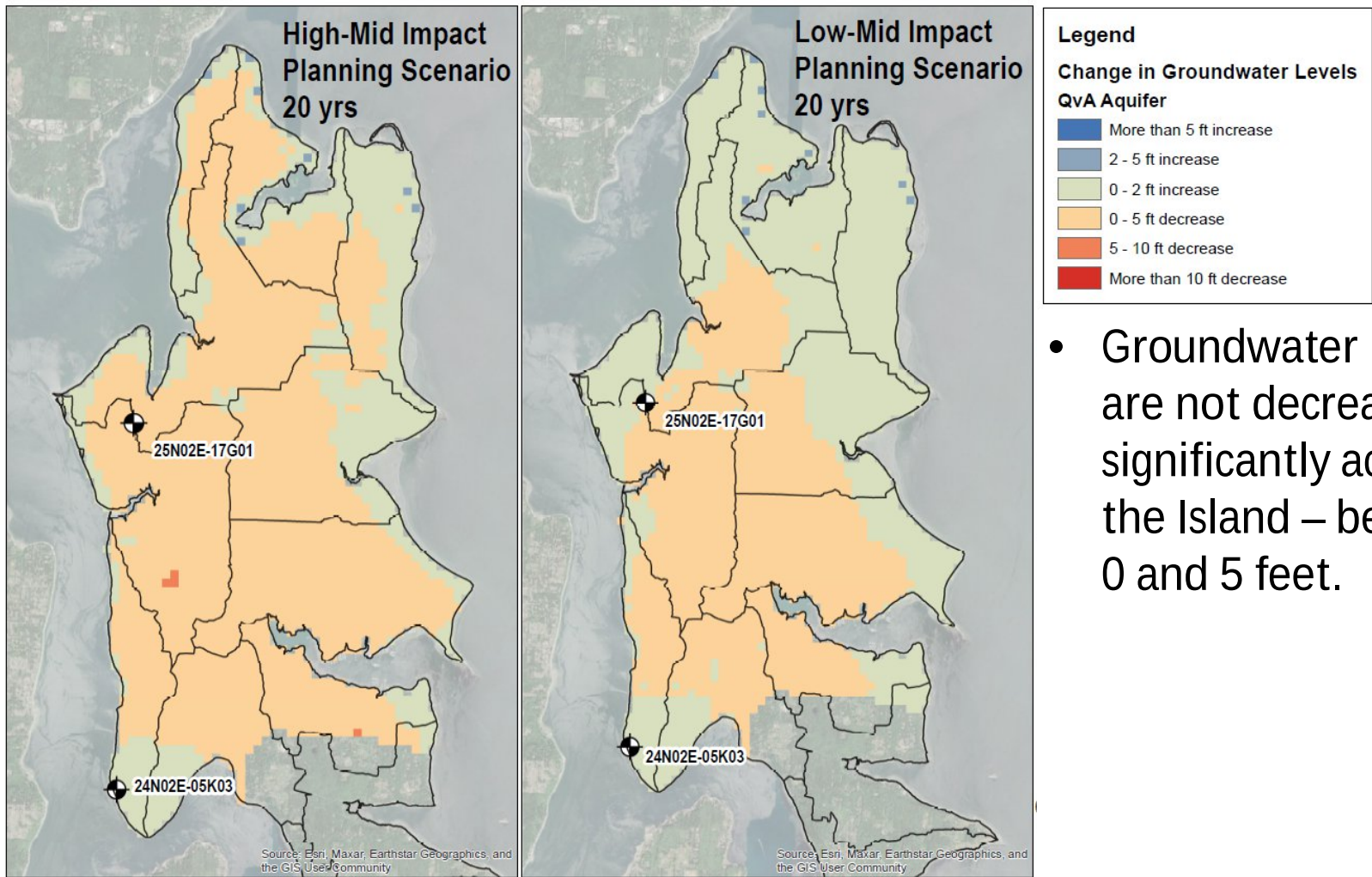
Predictive 100-year Modeling Scenarios

- High-mid impact planning scenario:
 - Maximum population (+178%; 70,010)
 - Maximum sea-level rise (+6.9 ft)
 - Medium decrease in recharge (-7.5%)
- Low-mid impact planning scenario:
 - Medium population (+148%; 56,780)
 - Low sea-level rise (+2.8 ft)
 - No change in recharge (0%)

Limitations on Groundwater Modeling

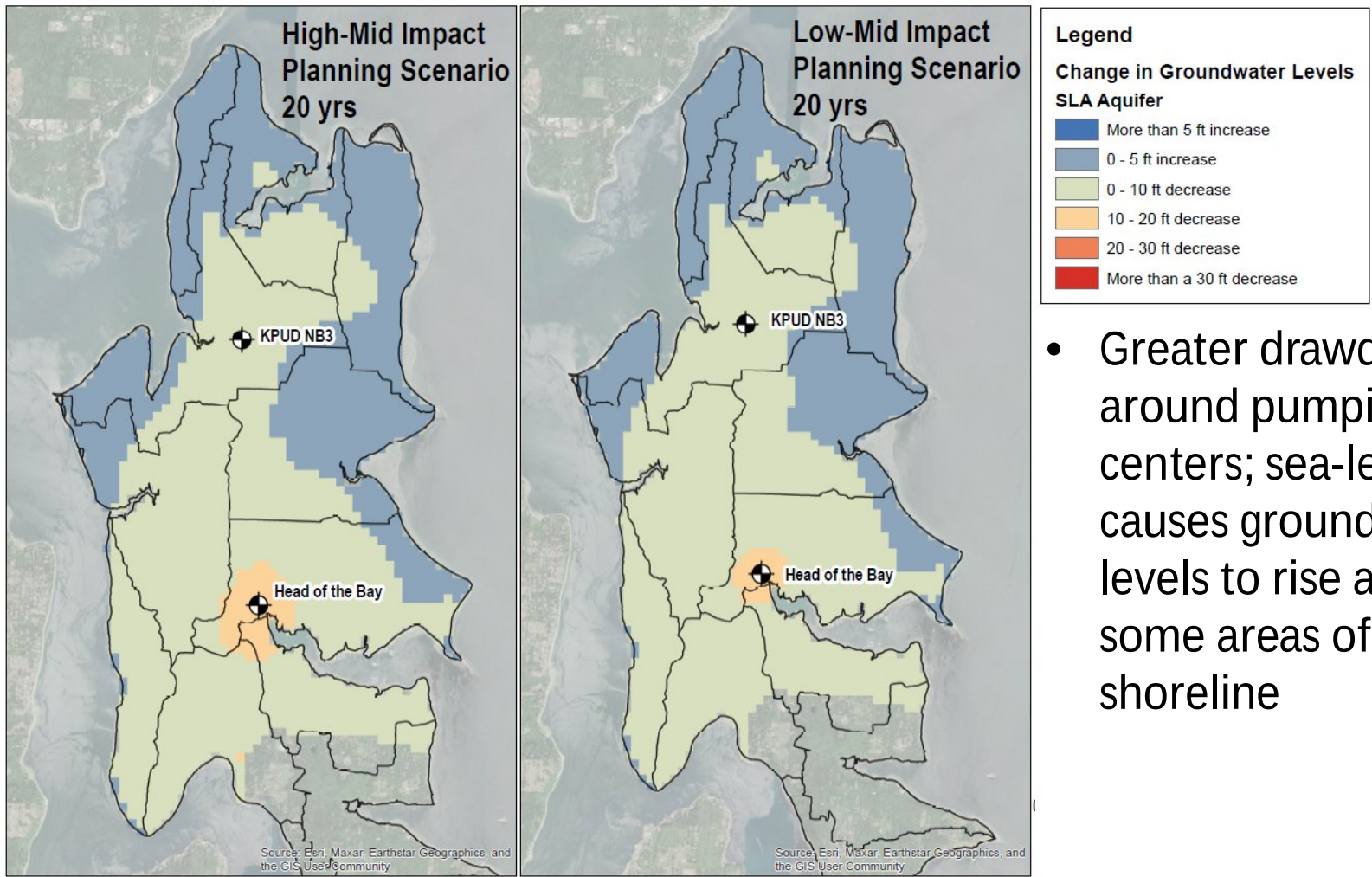
- The model is based on limited data sources
- Model certainty decreases with time and depth
- Practical limitations like infrastructure capacity and water rights are not considered
- Monthly time-steps limit ability to portray seasonal pumping variation or intermittent pumping
- Model structure is “regional” rather than “local” – model cells are 5.74 square acres

“Shallow” Aquifer – 20-yr Modeling Results



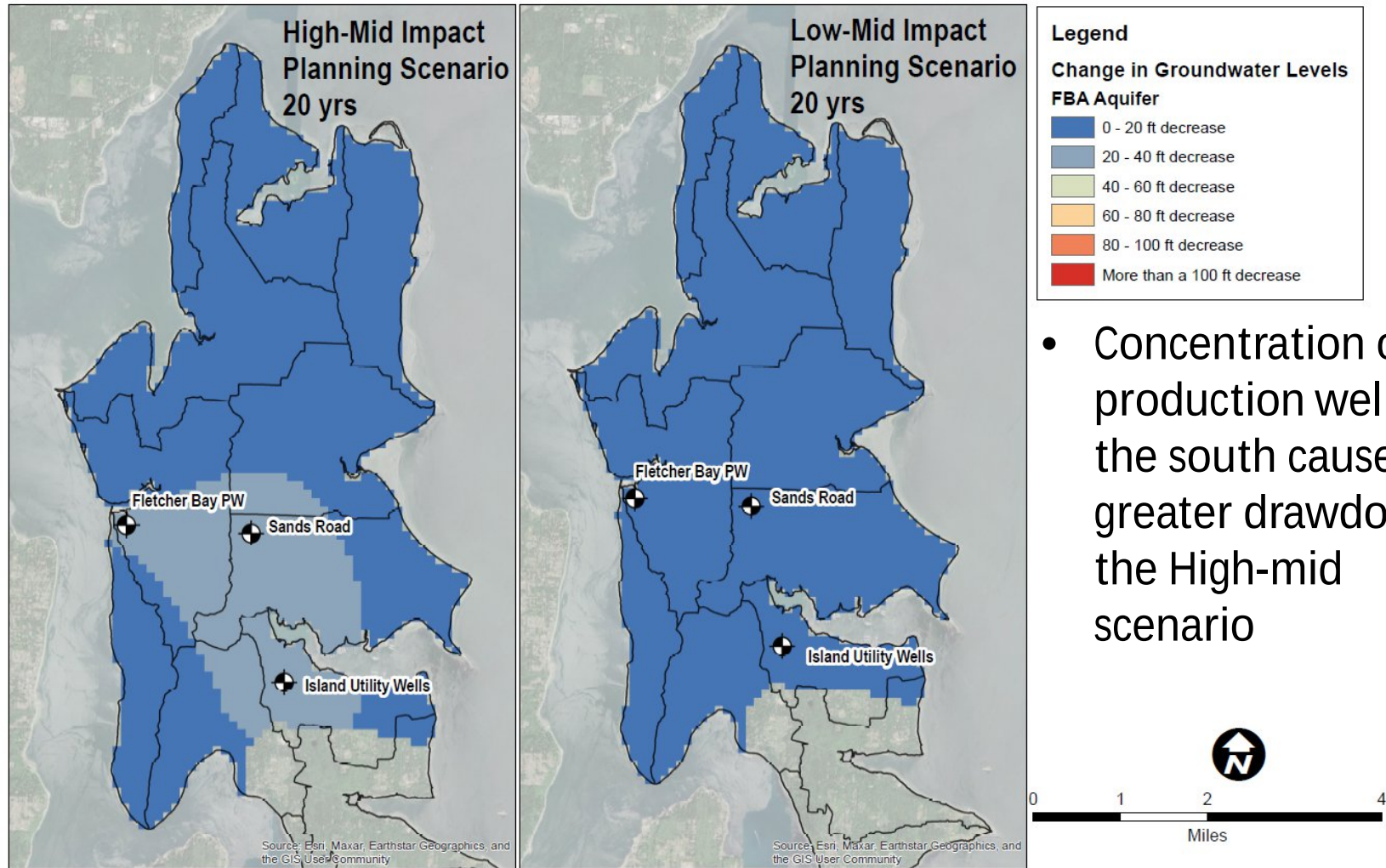
- Groundwater levels are not decreasing significantly across the Island – between 0 and 5 feet.

Sea-level Aquifer – 20-yr Modeling Results

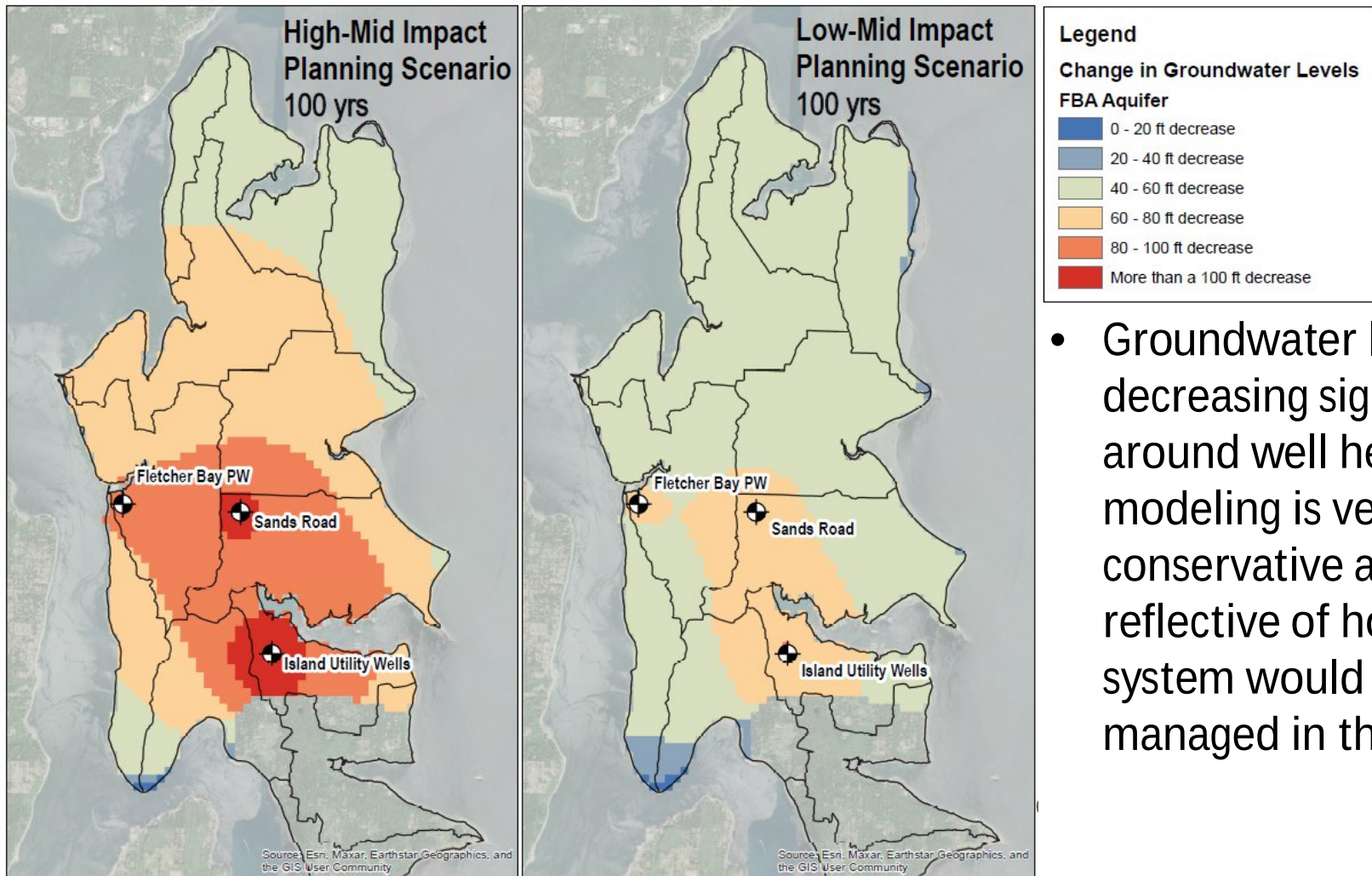


- Greater drawdown around pumping centers; sea-level rise causes groundwater levels to rise around some areas of the shoreline

Fletcher Bay “Deep” Aquifer – 20-yr Modeling Results

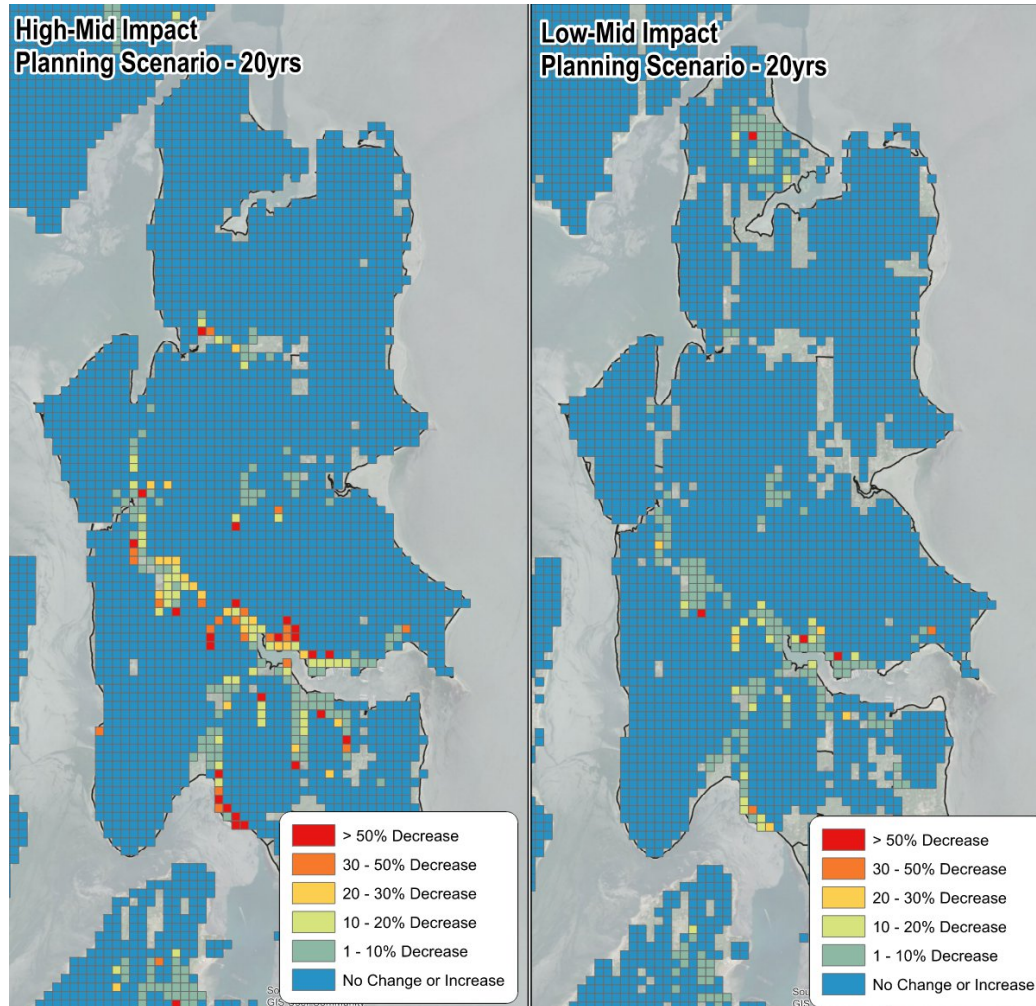


Fletcher Bay “Deep” Aquifer – 100-yr Modeling Results



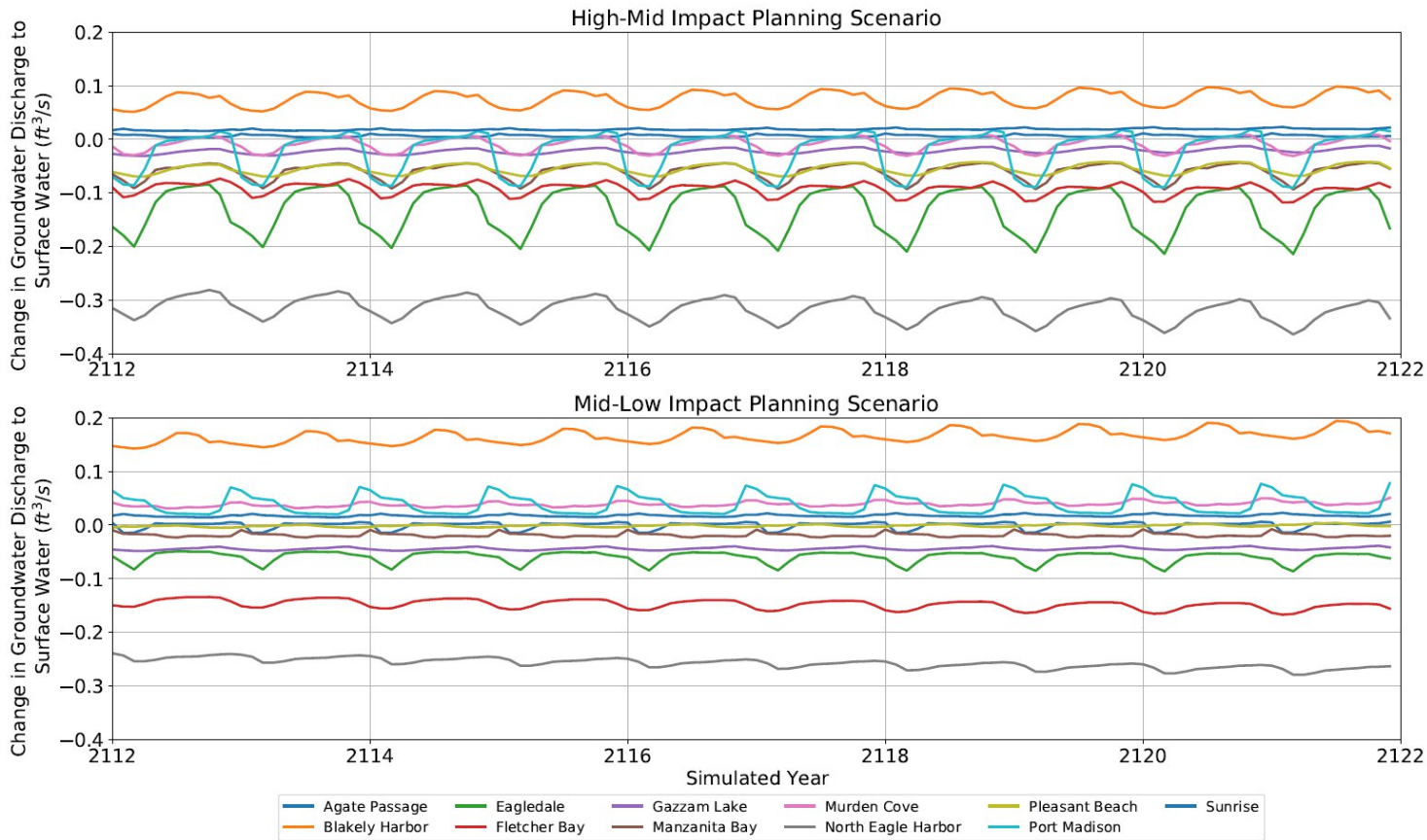
- Groundwater levels decreasing significantly around well heads, but modeling is very conservative and not reflective of how the system would be managed in the future

Surface Water Impacts – 20-year Change in GW Discharge to Surface Water



- Impacts on groundwater discharge to surface water are evident in the 20-year analysis in the Fletcher Bay and North Eagle Harbor watersheds

Surface Water Impacts – 100 year Change in GW Discharge to Surface Water



- The 100-year groundwater discharge to surface water analysis indicates that impacts are mostly isolated to the same watersheds

Initial Interpretation of Modeling Results

- Aquifers can sustain increased withdrawals over 20-year planning period
 - Largest drawdown in deep aquifers around production wells, but not extending across the island
 - Drawdown results are conservative and do not account for short-term variations in pumping
 - Large-scale seawater intrusion is not anticipated but localized monitoring should be performed
 - Stream impacts in prioritized watersheds should be further monitored and analyzed

Management Strategies

Improving future modeling

- Collect more frequent well data
- Install/identify more monitoring wells

Mitigating surface water impacts

- Prioritize basins for monitoring
- Identify stream mitigation projects
- Identify growth limitations

Mitigating salt-water intrusion

- Prioritize monitoring locations
- Identify long-term growth limitations or infrastructure expansion

Planning for water system capacity

- Identify withdrawal limits for each aquifer system
- Identify milestones/break points for expanding infrastructure

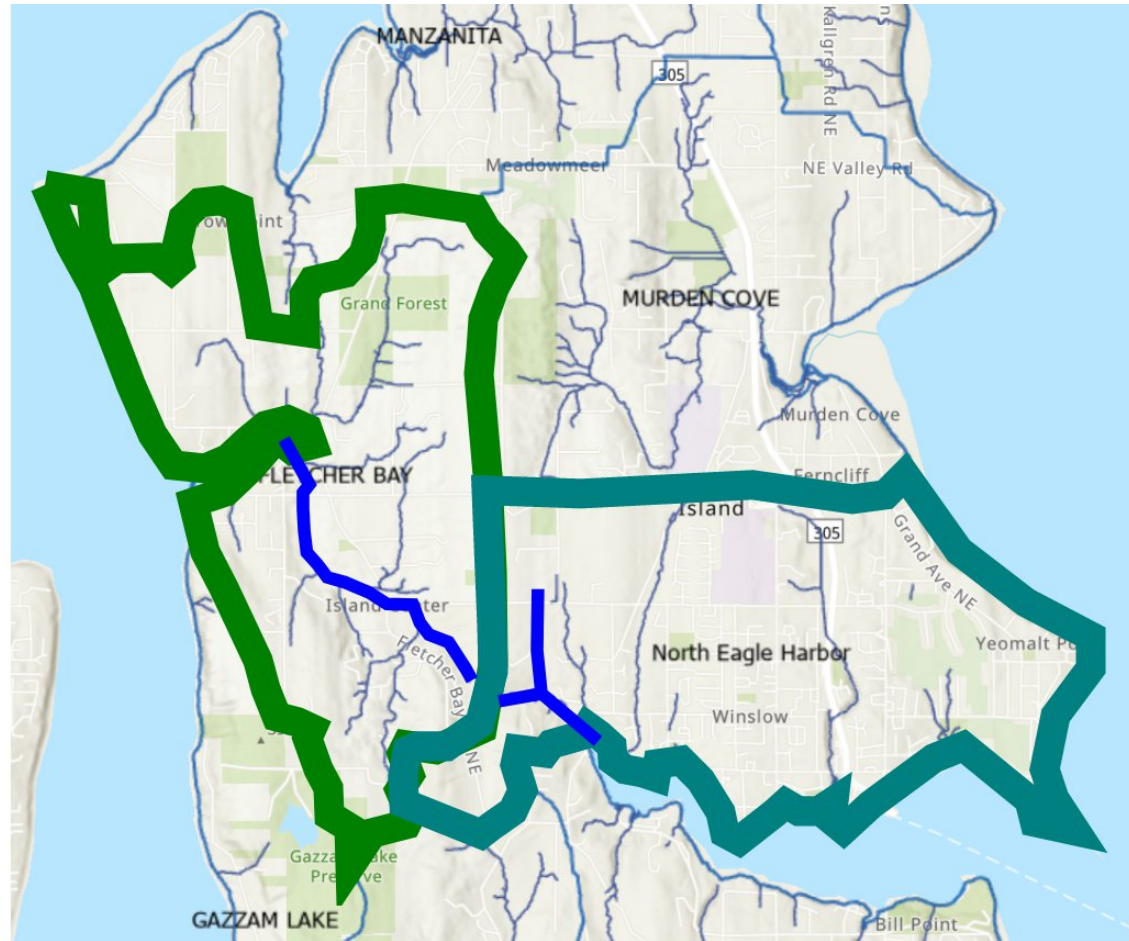
Planning for water system coordination

- Identify opportunities for inter-ties between systems
- Develop planning agreements with non-city water purveyors

Management Strategy Examples – Prioritize stream monitoring

Mitigating
surface water
impacts

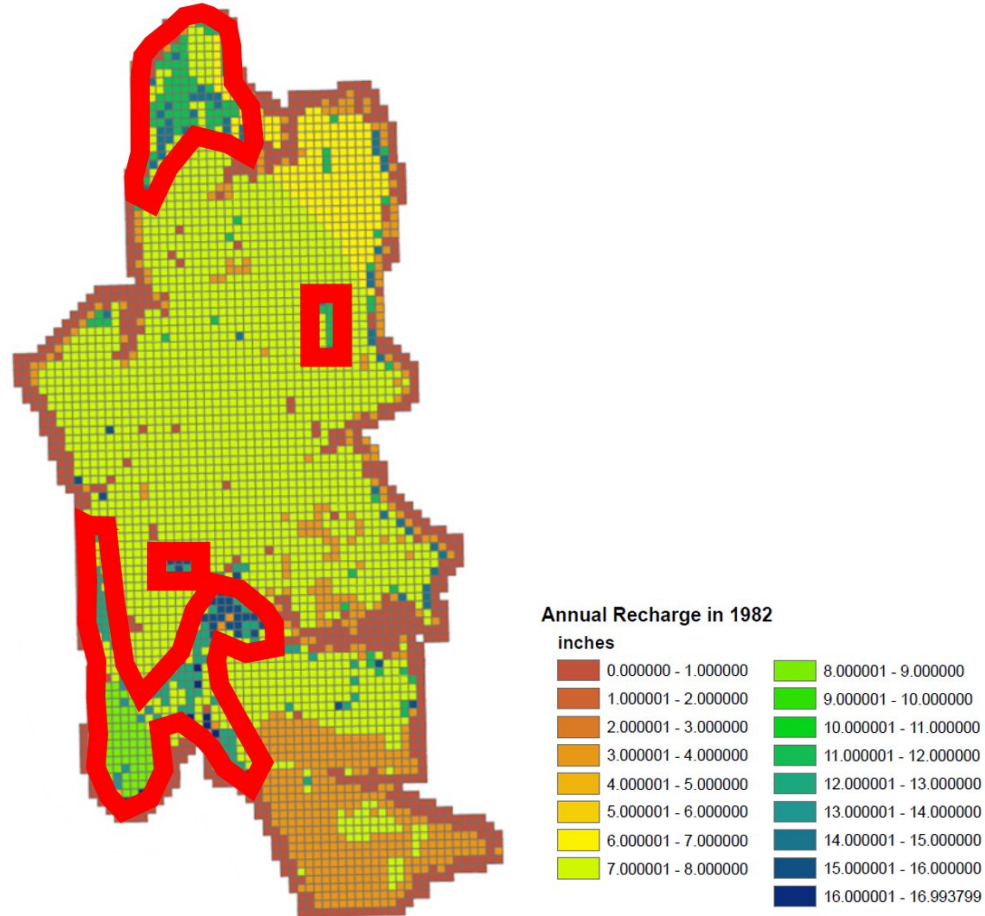
- Cooper and Springbrook Creek likely identified as priority locations for monitoring



Management Strategy Examples – Identify protection for recharge areas

Mitigating surface water impacts

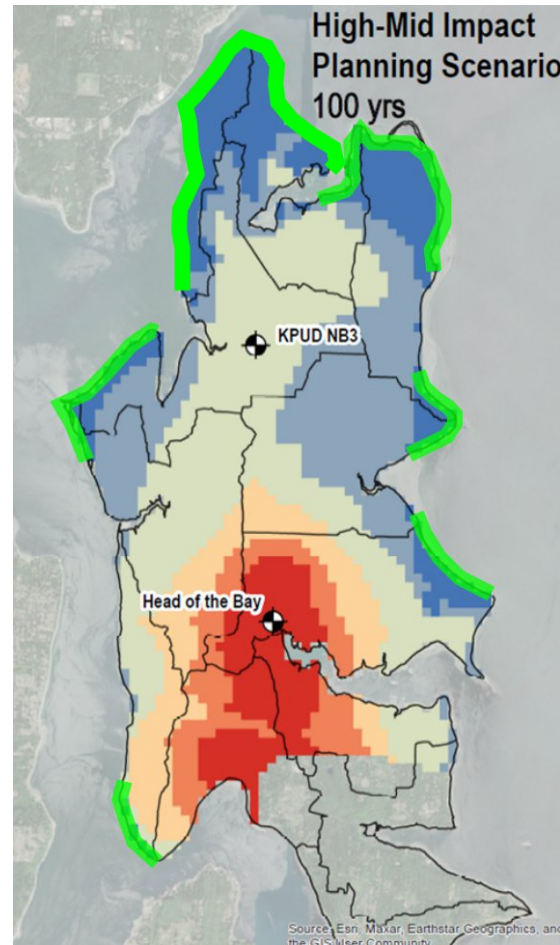
- All “conservation areas” currently considered recharge areas
- Specific recharge opportunities may be identified for further study



Management Strategy Examples – Prioritize sea-water monitoring

Mitigating salt-water intrusion

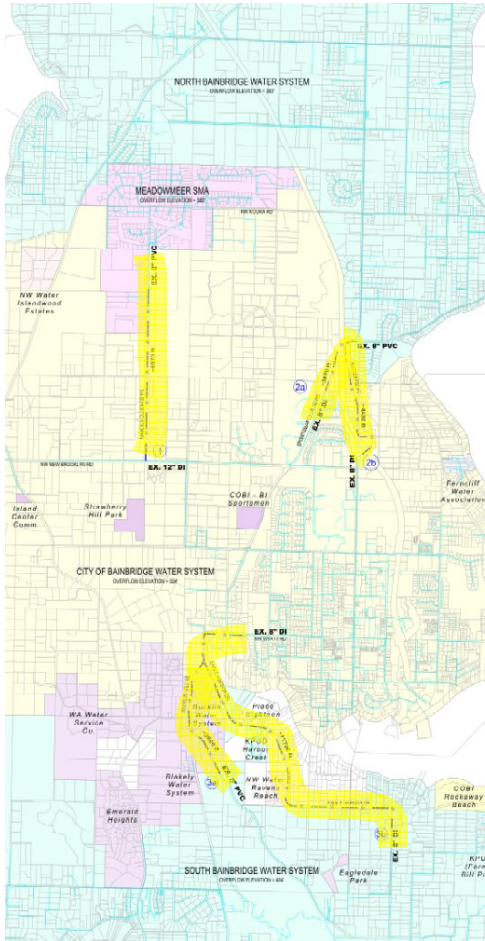
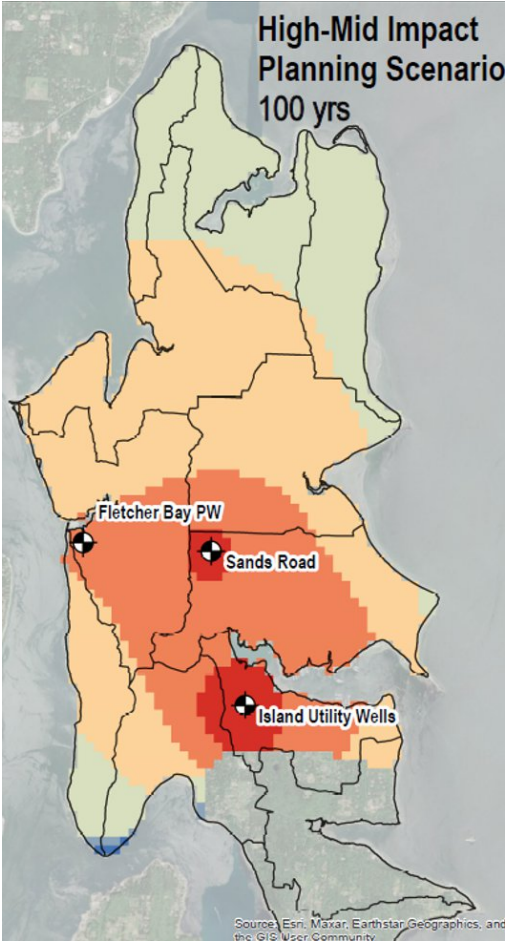
- Certain coastal areas may be prioritized for sea water intrusion monitoring



Management Strategy Examples – Begin planning for shifting production north

Planning for water system coordination

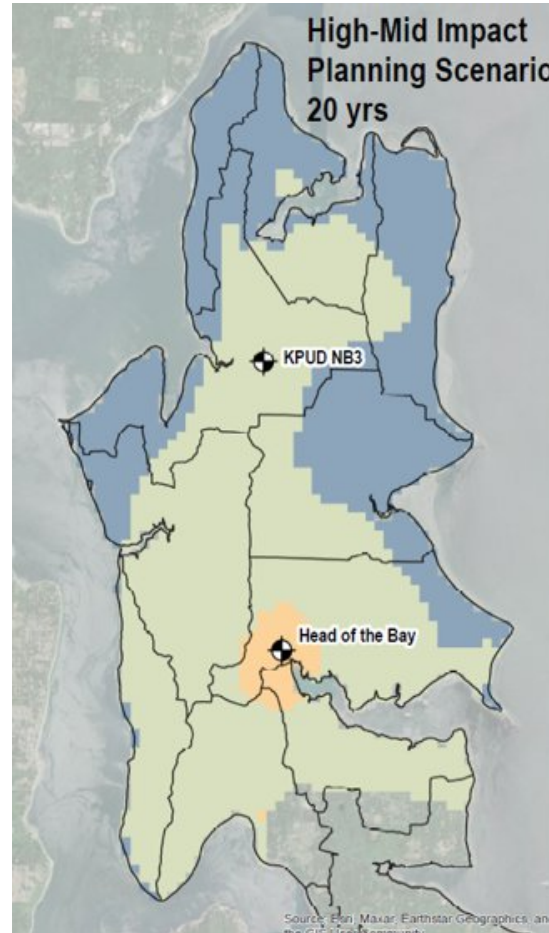
- Identifying inter-ties between water systems, spreading out pumping and shifting well locations north will ease long-term impacts



Management Strategy Examples – Identify withdrawal limits

Planning for water system capacity

- For each aquifer system, identify an “early warning level” or withdrawal limit to guide future water system planning



Advisory Committee Feedback Examples

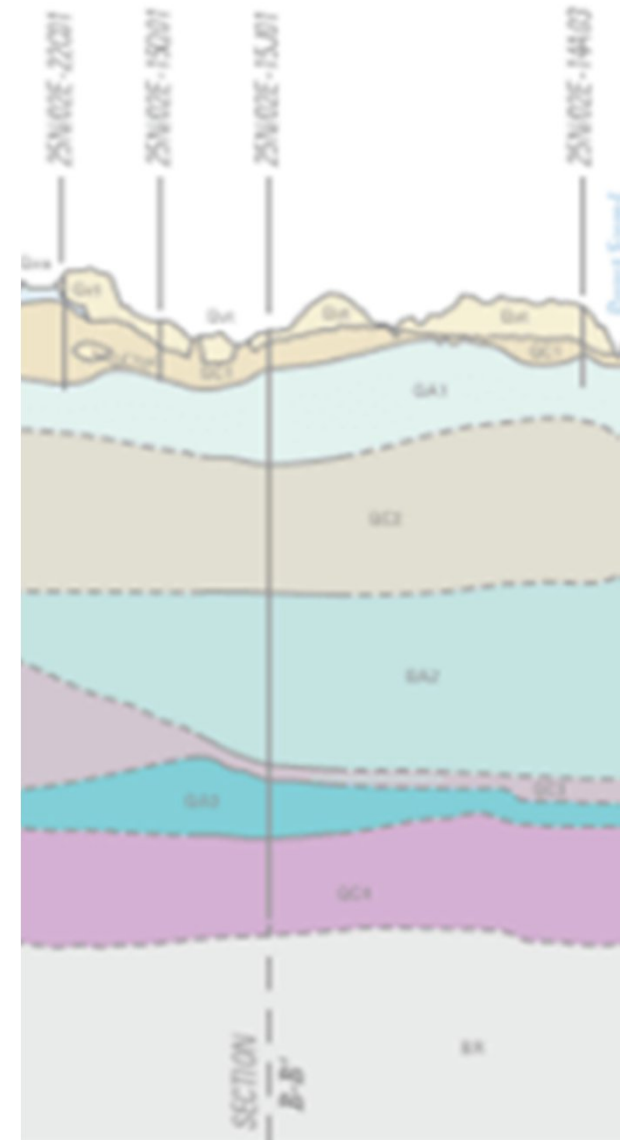
- Committee provided input on the model stresses
- Consider evaluating 20 and 40-year planning horizon
- Consider modeling mid-point of high and low scenarios
- Consider a planning scenario with greater impacts on recharge
- Improve color coordination in mapping scenarios
- Increase sub-committee and technical committee feedback/meeting time for input on management strategies and final plan

Next Steps / Schedule

- October – Review management strategies with GWMP Committee and Technical Advisory Committee (TAC)
- *For City Council Consideration – Q4 update with hydrogeologist focused on 20-year planning horizon*
- November – Complete draft GWMP plan; Review with GWMP Committee and TAC
- *For City Council Consideration – Solicit community input virtually and in-person prior to adoption*
- Early 2025 – Adoption of final plan (dependent on committee review time)

Groundwater Management Plan Update

Q&A





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (7:15 PM) Receive Recommendations from the Climate Change Advisory Committee to Revise Some Current Requirements for Electric Car Charging Infrastructure in Commercial and Multi-Family Developments - Executive,

SUMMARY: The Climate Change Advisory Committee (CCAC), at the request of the City Council, reviewed the Bainbridge Island Municipal Code sections related to electric vehicle parking spaces in commercial and multifamily residential developments.

The City's current required ratios of parking spaces for electric vehicle charging infrastructure for new commercial development are higher than the state's requirements, but the required ratios of EV parking spaces for new multi-family residential construction are the same.

The CCAC and staff have developed and discussed the following recommendations:

Commercial:

- * new commercial construction – reduce City electric-vehicle (EV) charging infrastructure percentages to match those of State of Washington for EV capable, EV ready, and EV supply equipment (EVSE) installed parking spaces.

- * expansion or redevelopment – new EV parking infrastructure capacity should be proportionate to additional parking, matching EV charging infrastructure percentages for new commercial construction.

Multifamily Residential: See Background Section for five detailed recommendations.

Housekeeping - minor edits suggested to facilitate implementation.

Staff notes that implementing these recommendations may result in one or more ordinances.

AGENDA CATEGORY: Review and Recommendation

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to direct the City Manager to develop an ordinance to amend the Bainbridge Island Municipal Code in accordance with recommendations related to electric vehicle parking spaces at commercial and multifamily residential developments and housekeeping implementation items, understanding that these recommendations may result in one or more ordinances.

COMMUNITY ENGAGEMENT AND OUTREACH: These recommendations have been discussed at Climate Change Advisory Committee meetings.

FISCAL IMPACT:

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

BACKGROUND: At its March 19, 2024 study session, the City Council heard a presentation from City staff and discussed the possibility of revising the City's requirements for Electric Vehicle (EV) charging in commercial and multi-family residential new developments and expansion or development. The Council referred a request for review of this topic to the Climate Change Advisory Committee (CCAC). A subcommittee of the CCAC has reviewed the relevant sections of the Bainbridge Island Municipal Code (BIMC 18.25.020 and BIMC 18.36.030) and conducted significant research of other jurisdictions. The CCAC has reviewed and discussed this topic at length and provides the recommendations and a research summary via the attached memo.

Recommendations for revision

1. For commercial development/redevelopment - reduce City requirements to match State of Washington requirements for EV capable, EV ready, and EV supply equipment (EVSE) installed parking spaces for new commercial construction. In the case of expansion or redevelopment, new EV capacity should be proportionate to additional parking.
2. For multifamily residential development/redevelopment -
 - a) Require 100% of assigned residential parking spots to be EV Ready (treated like a private garage), while clarifying those spaces are included in, not in addition to, total parking spaces required by code. The Bainbridge Island Municipal Code must be modified to implement this recommendation. City of Seattle or City of Edmonds may be examples.
 - b) Expand incentives for multi-family projects to go beyond minimum requirements for EVSE, such as including shared charging stations with automated load management systems that can accommodate a future with 100% of residents using EVs. Additional details related to the incentives need to be developed to implement this recommendation.
 - c) If projects install solar PV arrays on site to provide renewable energy for the building, that could count toward a certain number of the EV Ready spaces and support resiliency during power outages. This recommendation is a lower priority than the others in this category.
 - d) Phase in higher requirements over time in tandem with collaborative discussion with Puget Sound Energy to allow time for upgrades to the island's grid and give developers a clear and predictable timeline. Policy direction must be obtained and the Bainbridge Island Municipal Code must be modified to implement this recommendation.
 - e) Provide some discretion to the City to allow reductions to certain requirements based on the scale of required utility infrastructure upgrades (Seattle and Edmonds provide this safety valve). But make sure that the facility wiring to parking spots be designed to accommodate at least Level 2 chargers. Policy direction must be obtained on the level of flexibility desired. With this information, the Bainbridge Island Municipal Code must be modified to implement this recommendation.

3. Make housekeeping amendments to the existing code language to facilitate implementation, including those listed below and other minor items. New language will be highlighted in the ordinance developed for Council consideration.

a) 18.15.020.C.3.c, 18.15.020.C.3.g.ii, and 18.15.020.C.3.h : "EV charging station" is not defined. It is recommended that "EV supply equipment," which is defined, be used throughout.

b) 18.36.030:

a. Change "provided with" to "served by" under EV-capable parking space, EV-ready parking space, and EVSE parking space definitions. (This change accounts for the fact that EV infrastructure can serve more than one space through multiple ports on a stanchion or multiple stanchions to a branch/conduit.)

b. Remove "or electric vehicle supply equipment within the parking space" from the definition of EV-ready parking space. Definition should read "...that is terminated at a receptacle or junction box in order to allow for future installation..."

c. Remove the word "original" from the last line of the definition of EV-capable parking space, to recognize that the ordinance applies not just to new construction but also to expansions.

c) Throughout, "EV charging infrastructure" and "EV infrastructure" are used. It is recommended that the language be standardized to "EV charging infrastructure".

d) Reword 18.15.020.C.3.a for clarity: remove "EV" from before "parking spaces" and clarify per 2.a above that "spaces" is calculated as "spaces served by" infrastructure.

ATTACHMENTS:

[Final EV Charging Infrastructure CCAC July 17th 2024](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

To: Bainbridge Island City Council
 From: Climate Change Advisory Committee
 Re: Recommendations for COBI EV Charging Infrastructure Code
 Date: July 17th, 2024

Earlier this year, the Council received feedback from Helpline House and Bainbridge Artisan Resource Network (BARN) that COBI's Electric Vehicle (EV) Charging Infrastructure requirements (BIMC 18.15.020.C-3) were unnecessarily burdensome for their project and may be unwarranted for the way their facilities are used. The Council asked the CCAC to review the code and provide guidance to the Council. The purpose of this memo is to briefly explain our research and to provide our high-level recommendations to the Council.

At our April CCAC meeting we created a working group to investigate and provide recommendations. From late April into early June, the working group studied local EV adoption/trends; interviewed representatives of Helpline House, BARN, and developers; and gathered data from cities in Washington and around the country on their EV charging infrastructure codes. This research resulted in a 14-page report that was shared with the CCAC on June 11 and is provided as an appendix.

For reference, current State and COBI requirements for new commercial and multi-family buildings for EV charging are as follows (requirements for expansion projects are 35% of parking spaces):

Jurisdiction	EV Capable	EV Ready	EV Installed	Total EV Readiness
		Commercial (Non-residential)		
State	10%	10%	10%	30%
COBI	20%	30%	10%	60%
		Multi-family		
State	10%	25%	10%	45%
COBI	10%	25%	10%	45%

The State requirements don't apply to expansions of buildings, whereas the COBI requirements do, even if no additional parking is required by code. We believe that COBI should require the same of project expansions as of new construction because the island's buildable areas are already built out, by and large. To support a future in which 100% of vehicles are EVs and avoid a situation where projects seek to evade the requirements of new projects, COBI needs to maintain the same requirements for expansions.

As explained in more detail below, our recommendations fall into two basic categories: commercial buildings (non-residential) and multi-family buildings. We believe the requirements for single-family homes are fine and don't need any revision.

Recommendation #1: For Commercial (non-residential) the State Requirements Are Adequate

Even if we assume 100% of vehicles on Bainbridge will be EVs in the future, the state's lower and less restrictive requirements for commercial projects make more sense to us for several reasons:

- Commercial parking lots are not required to provide gas pumps for drivers to refuel their gas-powered cars. Why should they be required to provide refueling for EV's?
- In a commercial setting (i.e. retail, office, industrial, warehouse, health care), visitors tend to be parked for a short time, while employees tend to park for longer periods of time. The state exempts certain commercial projects with less than 10 parking spaces, and other types of occupancies (A, E, M) only are required to provide EV charging infrastructure for designated employee parking spaces. These exemptions are essential since the needs and uses of different commercial facilities vary widely.
- The primary place on Bainbridge and nationwide where EV owners charge their vehicle is at home (primarily overnight). Some EV owners also utilize charging stations at the workplace if they are available.
- Many of the most popular EVs on Bainbridge today have an average range of at least 300 miles, with experts forecasting affordable 400-mile range EVs within several years. Bainbridge is about 5 miles wide and 10 miles long, so EVs can make many trips across the island without needing to recharge.

Hence, requiring 30% of commercial parking spaces to be EV capable, EV ready, or EV installed (State requirement) seems more than adequate. A demand-driven approach seems a better way to determine future EV charging locations in commercial projects.

One shortcoming of the state law is it provides no incentive for the developer to aim for fast-charging EV stations. If the City wants to incentivize owners of commercial properties to install DC fast-chargers, which arguably are more useful for short dwell times, the ordinance should reward them with far more than the current 5% reduction in required EV vehicle parking spaces (3. g. (i)). Based on the NREL report's EVSE capital cost assumptions, a developer would have to install at least 25 Level 2 chargers to equal the cost of one DC 250 kW fast-charger; yet a developer who does this is rewarded with only a 5% reduction in 30 vehicle parking spaces, or 1.5 spaces, hardly an incentive. If the City wants to promote useful EV charging infrastructure in commercial development, it should focus on DC fast-chargers.

Recommendation #2: For Multi-family Explore Going Beyond State Requirements with COBI Staff

We believe COBI's ambition to be a leader by going beyond state requirements is better focused on multi-family projects. Due primarily to cost and convenience, homes are where most EV owners recharge their vehicles. Unless the home has a private garage, residents have no control over whether or not their parking space(s) are wired for EV charging. By raising requirements in new multi-family structures, COBI can provide more equitable access to EV charging, and can help future apartment and condominium residents accelerate their EV adoption, while lowering their annual operating and maintenance costs for their vehicles. This is putting the principle of equity into action.

Simply setting higher requirements, however, won't necessarily translate into equitable outcomes. Based on a quick survey of multi-family properties in the Puget Sound region, some Seattle area apartments charge more than \$200 a month for a dedicated EV parking space, and some have waiting lists. Additional study and discussion is necessary to explore this further. Some ideas to discuss with COBI staff include:

- Require 100% of assigned residential parking spots to be EV Ready (treated like a private garage), while clarifying those spaces are included, not in addition to, total parking spaces required by code.
- Expand incentives for multi-family projects to go beyond minimum requirements for EVSE, such as including *shared* charging stations with automated load management systems that can accommodate a future with 100% of residents using EVs.
- If projects install solar PV arrays on site to provide renewable energy for the building, that could count toward a certain number of the EV Ready spaces and support resiliency during power outages.
- Phase in higher requirements over time in tandem with collaborative discussion with Puget Sound Energy to allow time for upgrades to the island's grid and give developers a clear and predictable timeline.
- Provide some discretion to COBI to allow reductions to certain requirements based on the scale of required utility infrastructure upgrades (Seattle and Edmonds provide this safety valve). But make sure that the facility wiring to parking spots be designed to accommodate at least Level 2 chargers.

In summary, our view is that COBI's current code should be revised in the direction of our two recommendations. We look forward to the opportunity to share and discuss our findings with COBI staff. And we would be happy to discuss our findings with the Council if desired.

Best regards,
Climate Change Advisory Committee

Appendix: EV Charging Infrastructure: A Review of Bainbridge Island's Ordinance Report for Climate Change Advisory Committee (CCAC)

By Sanjay Bhatt and Steve Richard, CCAC members
June 5, 2024

EXECUTIVE SUMMARY

For new buildings, the City of Bainbridge Island (COBI) requires 60% of parking spaces in commercial and multi-family projects to have some level of electric-vehicle (EV) charging infrastructure installed – a much higher bar than Washington state (30% for commercial, 45% multi-family). Moreover, COBI requires commercial and multi-family projects that expand existing floor area by more than 5% to ensure that 35% of parking spaces meet EV charging infrastructure goals, while Washington state's rules apply only to new construction. The City Council adopted [EV charging infrastructure requirements](#) (BIMC 18.15.020.C-3) in November 2022 to reduce barriers to EV adoption, reduce greenhouse-gas emissions (GHGs), support its Climate Action Plan (CAP), and ensure that new developments plan for future electric-vehicle demand. However, early permit applicants and critics of the city's rules say they are overkill, cost prohibitive and should be revised, and that the state's EV charging infrastructure rules ([WAC 51-50-0429](#)) are sufficient in most cases.

Stakeholders have legitimately different perspectives: Local jurisdictions see a future where EVs rule the road, even though they're a small fraction of vehicle registrations today. Property owners want to be climate-conscious when they build a structure to last 100-plus years, but point out that rigid regulation could do more harm than good because technology advances (i.e. EV battery range, charging times) outpace the problems the regulation was designed to address. Meanwhile, utilities are struggling in some places to manage basic reliability of today's grid, even as they plan for a future of net-zero emissions.

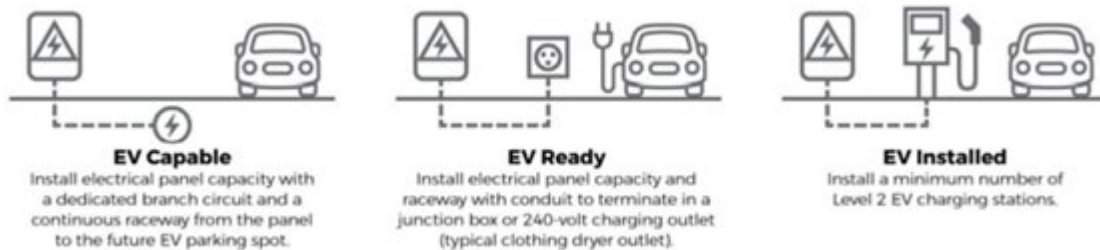
Requirements vary dramatically across local jurisdictions and should be tuned to local needs and priorities. As we see it, the City of Bainbridge Island has at least 3 options:

- Option 1: Leave its existing ordinance as is.
- Option 2: Repeal its requirements in favor of the state's requirements.
- Option 3: Revise its requirements to promote certain needs (like multi-family) while avoiding rigidity and minimizing potential negative impact on the community.

The CCAC's recommendation, we believe, should strive to balance the future demand with practical realities and certainty of technological advance. Specifically, from our research, Option 3 is the best path, with COBI raising requirements for residential multi-family developments and lowering requirements for non-residential developments.

NUTS AND BOLTS OF EV CHARGING INFRASTRUCTURE

For this report’s purposes we want to ensure basic definitions and assumptions are clear. The illustration below from the City of Edmonds shows what is meant by “EV Capable,” “EV Ready,” and “EV Installed” when discussing the progressively higher requirements for EV charging infrastructure:



The CCAC asked us to find out about the costs for each level of charging infrastructure. The City of Issaquah has estimated the cost of EV Capable infrastructure at around \$280 to \$760 per parking space; the City chose to emphasize EV Ready to provide certainty to end users they can have access to EVs and reduce concerns about compliance.

In 2020 King County compiled cost estimates per space for EV Ready and EV Installed.

Development type	EV Ready	EV Installed	Total Cost Range, new construction	Retrofit Cost Range
Single family/duplex	\$150 - \$375	\$500 - \$600	\$650 - \$975	\$1,100 - \$2,000
Townhome	\$150 - \$3,600	\$500 - \$3,250	\$650 - \$6,850	\$1,100 - \$7,500
Apartment (simple chargers)	\$1,200 - \$1,500	\$1,200 - \$1,500	\$2,400 - \$3,000	\$2,900 - \$8,200
Apartment, commercial & parking lots (dynamic chargers)	\$600 - \$1,500	\$3,000 - \$3,250	\$4,200 - \$4,750	\$4,100 - \$10,000

Similarly, the City of Denver compiled costs for EV Ready and EV Capable parking spaces during the city’s building code update in 2018.

Infrastructure requirement	New construction - per space	Retrofit - per space
EV Capable	\$300	\$2,500
EV Ready	\$1,300	\$6,300

(Source: City of Bellevue, Electric Vehicle Readiness Draft Proposal, January 3, 2024)

A recent [report by the National Renewable Energy Laboratory](#) (NREL) provided some capital cost assumptions for EV Installed spaces (see below) but not cost estimates for front-of-meter utility upgrades (such as new transformers and line extensions), distributed energy resources (such as on-site storage or generation), operating costs (such as utility energy and demand charges), maintenance costs (necessary for ensuring a high level of reliability), and certain construction soft costs (such as delays associated with local permitting utility service connection) because of a lack of publicly accessible data.

EVSE Capital Cost Assumptions (p. 33 of [NREL report](#))

Charger hardware	Unit cost per port	Install cost per port
Level 1 (L1) residential	\$0 (included with EV)	\$100 - \$1,000
Level 2 (L2) residential	\$400 - \$1,200	\$500 - \$1,700
Level 2 (L2) commercial	\$2,200 - \$4,600	\$2,200 - \$6,000
DC 150 kW	\$66,400 - \$102,200	\$45,800 - \$94,000
DC 250 kW	\$91,400 - \$134,800	\$54,750 - \$105,950
DC 350 kW	\$116,400 - \$167,400	\$63,700 - \$117,900

It's worth noting that lead times dictate how quickly charging infrastructure can be deployed: "Previous studies have estimated that while charging infrastructure projects can often take 3-10 months to complete, situations requiring feeder upgrades can add one year to this timeline, and substation upgrades can potentially add up to 4 years."

Another basic concept is understanding the relationship between amperage, range added and charging time and how that is implemented in the code requirements.

The state requires a minimum of 40-ampere dedicated 208/240-volt branch circuit for each EV Ready parking space and each installed Charging Station and a conduit capable of accommodating a minimum 40-ampere dedicated 208/240-volt branch circuit for each EV Capable parking space.

Significantly, the City of Bainbridge Island's code does not explicitly say what size circuit is required for EV Capable or EV Ready parking spaces; it only explicitly states the minimum amperes for Installed charging stations. It refers to "Level 2" but does not define it. It does say infrastructure will be installed in accordance with National Electrical Code, but we aren't sure whether that code defines amperage for L1 or L2. This may warrant clarification in any revision.

The City of Edmonds, for example, explicitly defines the levels as follows:

- Level I- considered slow charging and operates on a fifteen-to-twenty-amp breaker on a one hundred twenty volt AC circuit.
- Level II- considered medium charging and operates on a forty-to-one-hundred-amp breaker on a two hundred eight or two hundred forty volt AC circuit.
- Level III- considered fast or rapid charging and operates on a sixty amp or higher breaker on a four hundred eighty volt or higher three phase circuit with special grounding equipment.

A 40-amp circuit can carry a 32-amp EV charger. The amount of amps an EV needs depends on the maximum input power the EV can accept: For EVs in general, if the vehicle's maximum acceptance rate is 7.7 kW or less, then a 32-amp charger is the limit of what the vehicle will accept. Even if the vehicle's charge acceptance rate is higher, the amount of power it can accept is limited by the size of the circuit – which will impact the charging time as well.

A 2023 Tesla Model 3 (rear wheel drive), one of the most common EV models on Bainbridge Island, will add 5 miles per hour on a L1 charger, 30 miles per hour on a L2 charger on a 40-amp circuit (32-amp charging) and 38 miles per hour on a L2 charger on a 50-amp circuit (40-amp charging). Put another way, to fully charge the Tesla's battery, it would take 43 hours with L1, 8 hours with L2 on 40-amp circuit, and 6 hours with L2 on 50-amp circuit, according to the [EvoCharge EV Charging Time tool](#).

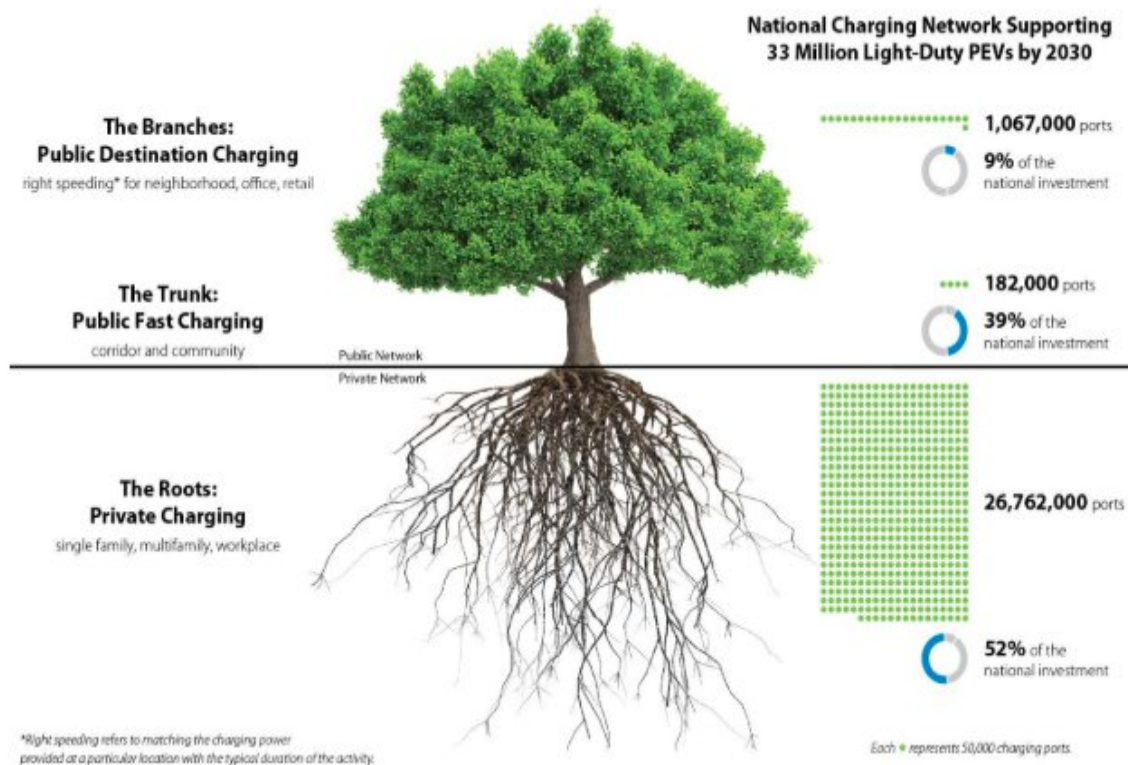
In terms of code requirements, L2 charging could be required for certain occupancy uses, but L1 charging could be sufficient for others. A 120-volt outlet can usually handle L1 charging.

DIFFERENT VISIONS FOR AN EV CHARGING NETWORK

Benoit Marcoux, an EV charging infrastructure consultant, has published a useful chart (below) to depict the relationship between charging levels, dwell time, locations (occupancy use) and criticality. His [EV charging pyramid](#) is what he expects the market share of the basic EV charging use cases to be once EV charging infrastructure is more widely deployed in a decade.

Charging Use Case	Market share	Charging Power	Park Duration	Examples of sites	Convenience	Criticality	Costs
On-the-Go Fast Charging	~5%	150+ kW	<30 min.	Service areas; convenience stores	👍	⚠️⚠️⚠️⚠️	💰💰💰💰
Destination Fast Charging	~10%	50–100kW	<1 hour	Grocery stores; shopping malls	👍👍	⚠️⚠️⚠️	💰💰💰
Destination Level 2 Charging	~10%	5–7 kW	Hours	Curbside; national parks; train stations; workplace	👍👍👍	⚠️⚠️	💰💰
Home Level 1 or 2 Charging	70–80%	1–7 kW	Hours, off-peak	Detached homes; multi-dwelling units.	👍👍👍👍	⚠️	💰

The [NREL report](#) uses a different planning concept (below) for the future national charging network in which 96% of charging ports are private and 4% are public.



In the context of Bainbridge, most on-island trips will be less than 5 miles, and certainly not more than 10 miles, in one direction. A worker who drives an EV to Winslow from Port Orchard (34 miles), Belfair (40 miles) or Sequim (58 miles) to their job at a dentist's office, a retail store or a daycare might need a Level 2 charger at their workplace if they left home without an adequate battery level or their home charger is out of service.

But households on Bainbridge drive off island frequently for shopping, health care and recreational trips too, averaging 18,465 miles annually, according to the [Center for Neighborhood Technology](#). On a 52-week calendar, that's 355 miles per week.

FEEDBACK FROM THE HELPLINE HOUSE & BARN

While regulation shouldn't be based on a single project, the Helpline House project helps us understand how the City's regulation plays out and whether the city should adjust its approach.

Helpline House is proposing a new 11,719 square-foot building to house a food bank, social-services offices, and a community conference room. The city's code requires 47 parking spaces, of which 60 percent must have some level of EV infrastructure. The \$11 million project could require an expensive transformer upgrade if the City's rules apply, but the non-profit won't know until it goes through the permitting process.

According to the project consultant, the difference in estimated cost between the City's and the state's rules for EV charging infrastructure are significant:

47 total parking stalls	City of Bainbridge Island			Washington State		
	% of total stalls	# of spaces	Cost	% of total stalls	# of spaces	Cost
EV Installed	10%	5	\$22,830	10%	4	\$15,220
EV Ready	30%	10	\$27,440	10%	4	\$6,860
EV Capable	20%	15	\$7,300	10%	3	\$2,190
Total	60%	30	\$57,570*	30%	11	\$24,270

*Additional costs: \$50,000 electrical service upgrade and unknown cost for utility upgrade to transformer on site results in a cost difference of more than \$83,000.

Some key points raised by Helpline House and BARN:

- The cost of running conduit for EV capable spaces isn't high. However what drives the cost significantly higher is that the state Building Code requires the electrical service and the electrical system, including any on-site distribution transformer to have "sufficient capacity to

simultaneously charge all EVs at all required EV Charging Stations, EV Ready parking spaces, and EV-Capable parking spaces at a minimum of 40-amperes each.”

- The City’s code has no exemptions or reduced EV infrastructure requirements for certain commercial uses, whereas the [state code](#) does allow them for Assembly (A), Educational (E) and Mercantile (M) occupancies. “This reflects the reality that most of the parking spaces for this building are for short-term client use – visits of less than 30 minutes that are not likely to utilize EV charging.”
- Parking lots don’t currently offer gas pumps – so why should they be required to install so many EV-capable spaces? We know 80% of EV charging takes place at home because it’s more convenient and affordable than outside the home.
- Are these EV chargers expected to be publicly accessible ones or for the facility’s employees and clients? Helpline House and BARN see these chargers as serving private needs (their employees and clients), not public ones (as part of a public access charging network).

In short, these stakeholders say that installing infrastructure that outpaces the facility’s needs in the near-term and long-term is a wasteful use of resources. The Building Industry Association of Washington has opposed EV charging infrastructure requirements at the state level as well.

It’s worth noting that little-noticed parameters can drive costs higher or lower:

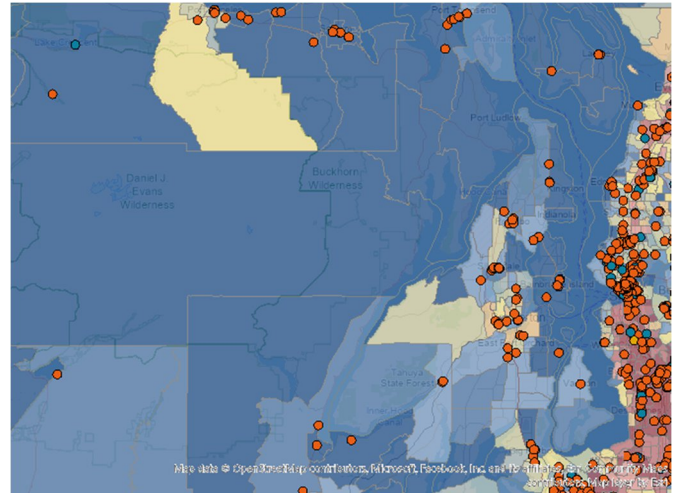
- There is an exception in the state building code for the amount of electrical system capacity required: Automatic load-management systems (ALMS) can be used to adjust the maximum electrical capacity by allocating charging capacity among multiple EV stations to as little as 16-amperes per EV charger. With [ALMS](#), building owners can double the amount of EVSE for a given electrical capacity, reducing the cost of expensive electrical upgrades.
- The number of EV parking spaces required is based upon a percentage of required parking spaces. In a future where the City envisions a denser, taller Winslow that relies less on driving alone and more on walking, bicycling, transit and ride-sharing, the City should consider reduced parking requirements more in line with that stated vision. The ripple effect would be fewer EV parking spaces required and lower electrical capacity charges. The zoning code requires Helpline House to offer 25 mercantile parking spaces and 22 office parking spaces in an area that has pedestrian and bicycling infrastructure improvements (Madison Avenue) and robust bus service (on-demand BI Ride, 8:30 AM-3:30 PM, as well as Routes 95 and 99 outside of those hours). [Helpline House](#) operates from 9 AM to 5 PM on weekdays.

At the end of the day, the incremental additional cost of Helpline House installing the EV charging infrastructure under the City’s rules, even if \$100,000, represents less than 1% of the total project cost.

Another key consideration and reason for EV requirements, is that the cost to retrofit EV charging infrastructure in existing buildings is at least 4 times higher than designing for it and installing it in new construction.

ANTICIPATED EV ADOPTION AND EQUITY

Looking at the big picture, EV charging infrastructure needs are growing daily as EV car prices plummet and more people travel through Kitsap County from Seattle, which has far more publicly accessible EV chargers than the Peninsula (see image at right from Washington Department of Commerce, EV Charging Publicly Available Site Mapping Tool).



In 2023, 31% of new vehicle registrations on Bainbridge were either battery-electric vehicles (BEV) or plug-in hybrid electric vehicles (PHEV) – up from 11% in 2020. New internal combustion engine (ICE) vehicle registrations fell from 78% to 56%.

Bainbridge’s overall EV adoption rate (8% of all vehicle registrations) is *three times* the state average – the strongest argument for the City to set higher standards than the state.

“Electric Cars Are Suddenly Becoming Affordable,” *The New York Times* reported this month, due to intense competition, lower raw-material costs and more efficient manufacturing. Federal tax credits as well as state incentives are pushing prices even lower. There will be more than 100 fully electric models for sale in the United States by next year, according to Cars.com, double the number available last year.

Peter Slowik, who leads research on passenger cars at the International Council on Clean Transportation, says that electric cars and SUVs capable of traveling 400 miles on a full battery will cost less than ICE cars in 2030 – just 6 years away – even before taking into account government subsidies.

Today, the EVs with the highest number of vehicle registrations on Bainbridge all exceed 200 miles of range on a full charge.

Data for 2021 from the Census indicates that for all jobs on Bainbridge Island, 60 percent of workers travel less than 10 miles (roughly the length of the island) to get to their on-island job. Another 40 percent travel 10 miles or more (essentially from off the island) to get to jobs on Bainbridge – 23 percent travel 10 to 24 miles; 9 percent travel 25 to 50 miles; and 8 percent travel greater than 50 miles. These figures do not include employees of the Department of Defense. For Bainbridge Island residents commuting to jobs off the island, about 5 percent travel more than 50 miles.

“For many people, the car’s price is not the only expense to consider,” the *Times* story goes on. “People who live in apartments often depend on public charging plugs. Public charging, besides being less convenient, tends to be more costly than charging at home.”

Or as Andrea Pratt, a former policy adviser for the City of Seattle, put it in a webinar: “When people don’t have charging at home, they’re not going to convert.”

And there's the rub: While EV charging at home is the preferred location for EV owners, those who rent a home may not have access to an EV charger for various reasons – the landlord may not allow it or refuse to incur the cost.

“The single biggest local government consideration for an EV future is planning for equitable deployment of the chargers that are required to support the anticipated growth of EVs in our communities,” according to a [2023 report by the Interstate Renewable Energy Council \(IREC\) and the Sustainable Energy Action Committee \(SEAC\)](#). This report also calls for clear and predictable local approval processes for siting and installation of EV charging infrastructure.

Puget Sound Regional Council has recently established an information clearinghouse, [Puget Sound REV](#), to help local municipalities stay abreast of model codes.

BASELINE ASSUMPTIONS FOR FUTURE EV CHARGING ON BAINBRIDGE

Our recommendations are based on these key assumptions about future of EV charging on Bainbridge:

- We should plan for 100% of vehicles on Bainbridge being EVs. During the 50–100-year life of any commercial building, it is very much expected that almost all vehicles will become electric.
- The range of EVs will increase so that charging is likely to become less frequent, a bit more like filling up at a gas station and then having 500+ miles of range.
- The availability of DC Fast Chargers on the island will increase and take the place of today's gas stations. Town & Country Market is the first to have one.
- Charging at home with Level 2 chargers will continue to be the most popular choice for charging due to the convenience (no special stop) and the cost (cheaper than public chargers). The Department of Energy estimates that 80% of EV owners are currently charging at home, and we expect that to continue.

EXAMPLES FROM OTHER JURISDICTIONS EXCEEDING STATE REQUIREMENTS

To promote equity, local jurisdictions in the Puget Sound region have raised requirements for multi-family projects, as the table below shows.

Jurisdiction	Year	Code	Capable	Ready	Installed	Total EV readiness
Bainbridge	2022	Zoning	10%	25%	10%	45%
Mountlake Terrace	2011	Land Use	20% of parking spaces Capable or Ready ()		More than 10k sqft, 10% of spaces	30%
Seattle	2019	Zoning	-	20% EV Ready: 1-6	-	20-100%

Jurisdiction	Year	Code	Capable	Ready	Installed	Total EV readiness
				stalls (all), 7-25 (6 spaces), >25 (20%). Garages 20%		
Edmonds	2022	Community Development	40%	40%	10%	90%
Issaquah	2023	Land Use	0%	30%	10%	40%
Bellevue	Prop.		20%	40%	15%	75%
WA State	2021		10%	25%	10%	45%

For new non-residential projects, most of the local jurisdictions have significantly lower requirements than Bainbridge:

Jurisdiction	Year	Code	Capable	Ready	Installed	Total EV readiness
Bainbridge	2022	Zoning	20%	30%	10%	60%
Mountlake Terrace	2011	Land Use	2-6% of parking spaces Capable or Ready (depending on land use)		More than 10k sqft, 1-3% of spaces	3-9%
Seattle	2019	Zoning	-	10% EV Ready	-	10%
Edmonds	2022	Community Development	40%	0%	10%	50%
Issaquah	2023	Land Use	0%	10%	5%	15%
Bellevue	*.		40%	10%	15%	65%
WA State	2021		10%	10%	10%	30%

*Proposed in Jan. 2024. The total percentage may be reduced before a Council vote.

From an international perspective, Washington state's requirements are modest, and the trend is toward higher requirements.

The International Code Council, which updates the International Energy Conservation Code (IECC) every three years to incorporate new building technologies and practices, published a [2024 draft code requirements](#) for residential and commercial with up to 100% of parking spaces in multi-family having some level of EV readiness – but [after major pushback from the building industry made them optional for jurisdictions](#) to consider.

Table. Required EV Power Transfer Infrastructure - Commercial (selected occupancies)

Occupancy	EV Capable	EV Ready	EVSE Installed	Total EV
Group A (Assembly)	10%	0%	10%	20%
Group B (Business)	30%	0%	15%	45%
Group E (Education)	30%	0%	15%	45%
Group F (Industrial)	5%	0%	2%	7%
Group M (Mercantile)	30%	0%	15%	45%
Group R-1 (Hotels)	75%	5%	20%	100%
Group R-2 (Multi-unit Dwellings)	75%	5%	20%	100%
Group R-3/R-4 (Misc. Housing)	5%	0%	2%	7%

Rather than designating a straight percentage of parking spaces for EVs, Bainbridge may consider creating separate tables for different land uses. For instance, parking facilities for shopping centers may merit different EV charger readiness requirements than parking facilities for houses of worship.

SUPPORTING WORKPLACE CHARGING

Home charging isn't the only place where policy can help.

Workplaces also need to accelerate the availability of EV charging. Level 1 charging cannot be reasonably relied upon to top up an EV battery for long commutes off the island. Through its [Up & Go program](#), Puget Sound Energy can cover up to 100% of the cost for qualifying customers to install and maintain Level 2 chargers for employees.

Why focus on workplaces? Commute trip reduction is a strategy to reduce single-occupancy vehicle trips and GHGs. However, a potential barrier for commuters to take advantage of Kitsap Transit's EV vanpool – a fleet of Mustang Mach-Es – is that they lack Level 2 charging both at work and at home. Many won't give up their single-occupancy ICE vehicle for a ride-share arrangement with an EV unless they know they can charge at their employer's worksite.

PLANNING FOR NECESSARY GRID CAPACITY

The cost of installing EV chargers is relatively small compared to the cost of upgrading a utility's transformers or installing underground vaults.

That is why some jurisdictions, such as Seattle and Edmonds, have provisions that allow a City official to reduce the EV charging infrastructure requirements where there is documented proof that the requirement will trigger utility upgrades above a cost threshold. Further research is necessary to determine whether such a "safety valve" is feasible in practice, but it provides an equitable solution to permit applicants and puts a spotlight on the urgency of accelerating planned improvements to the grid's capacity.

The fact that these provisions exist in ordinance points to a larger problem facing Bainbridge Island in particular – the state of its grid. The City has a franchise agreement with Puget Sound Energy (PSE) and needs to do what it can in its permitting requirements to help the utility upgrade the grid's capacity and reliability as soon as is practically feasible. Without that, the EV charging infrastructure policy goal may be dead on arrival due to the PSE capacity charges property owners will face if their projects trigger the city's requirements.

The City should solicit input from PSE on how the utility's programs can complement the EV readiness ordinance. According to the IREC/SEAC report, utilities view EV charging as a revenue stream and are thus incentivized to collaborate on code development and build community support. The City of Seattle worked with Seattle City Light and found that one of the biggest barriers to electrifying existing buildings was a "one site, one service" policy; is this a barrier for property owners on Bainbridge and can it be remedied in discussion with PSE?

The [U.S. Department of Transportation](#) recommends jurisdictions invest in planning and build for flexibility. "To avoid the need for even more upgrades in the future, consider both the current charging needs and expected future needs and ensure that planning is done in a careful and coordinated fashion. Designing infrastructure to accommodate future growth in demand – for example, through modular charging stations that allow for incremental increases in power – may be worth the extra installation costs. This approach can also reduce [site preparation costs](#), as it may be cheaper and easier in the long run to lay electrical conduit for all potential EVSE at once instead of cutting concrete multiple times during future projects."

RECOMMENDATIONS

In our view, Options 1 (do nothing) and 2 (revert to state requirements) are not the preferred way to go. The City should pursue Option 3 and refine its existing ordinance.

We see two categories of need on Bainbridge Island where regulation can help close gaps:

- Level 2 charging for multi-family dwellings and residential condominiums
- Level 2 or 3 charging for workplaces

Adopting requirements higher than the state are necessary to eliminate costly retrofits, meet the future demand for EV charging and support the City's GHG emission reduction goals.

If more time were available, the City staff could conduct listening sessions with a cross-section of stakeholders (including PSE, property owners/developers, EV users, and major employers), as other cities have done, to update its understanding of local needs, potential opportunities and pitfalls in promulgating new requirements. But the CCAC has been asked to provide recommendations on the requirements, so we have tried to strike a balance based on available information and interviews with some stakeholders.

In all cases, the City of Bainbridge should consider these measures:

- To incentivize EV adoption and charging, as New Jersey does, allow all EV-ready stalls (with or without chargers) to *count as more than one space* for minimum parking requirements. Allow accessible stalls to count as two spaces to account for the wider stall and required landing zone. This reduces the overall number of parking spaces on a site, while also promoting alternative forms of mobility (transit, bicycling, ride-share).
- Be clear about what is required of Level 2 charging, either referencing state requirements or defining it explicitly as other cities have.
- Consider credit for GHG offsets: For example, if a property commits to installing PV solar arrays on site to ensure the building's load is 75-100% renewable energy, that could merit credit for a portion of the required EV Ready or Installed spaces. This would accelerate solar installations that provide clean, renewable energy for future EV spaces.
- Develop signage requirements to clarify whether the EV parking spaces are publicly accessible or only for use of residents and building guests and what measures may be taken (i.e. impound, fines) for unauthorized use of EV spaces.

For new and substantial expansion of multi-family dwellings and residential condominiums, the City of Bainbridge should consider these measures:

- Research planning formulas for how many shared EV chargers are needed in a multi-family building to support a future where 100% of the resident vehicles are EVs. Even though everyone may have an EV, not everyone will need to charge every night because EV range on a full battery will likely exceed 400 miles.
- Raise EV Capable, Ready and Installed requirements as needed, but offer flexibility based on local site conditions and the documented cost of utility service upgrades. The City could phase in these requirements to reach 50% EV Capable, 25% EV Ready and 10% EV Installed (85% EV total) by 2028, with a provision like Seattle or Edmonds that allows reductions in requirements to be granted by the Planning Director based on explicit cost thresholds for utility service upgrades to transformers or construction of vaults. By phasing in progressively higher requirements, the City

gives PSE's Bainbridge grid time to "catch up" while also giving developers a clear and predictable roadmap.

- Increase awareness of automated load management systems (ALMS) and promote demonstration projects in collaboration with PSE.
- The City of Issaquah has provisions in its code that address the need for EV spaces in affordable housing, but flexibility to reduce requirements to an extent to be cost neutral.
- For parking spots that are assigned to specific units/residents, 100% should be EV Capable - treated similarly as a private garage. The state requirements don't differentiate between unassigned and assigned parking spots, and we believe this differentiation is very important. And it's important to note that unassigned resident parking with shared charging is the most efficient use of space and smart to encourage.

For new and substantial expansion of non-residential commercial buildings and parking lots, the City of Bainbridge Island should consider these measures:

- Lower EV Capable, Ready and Installed requirements to match the state's requirements.
- Encourage employers to work with PSE's Up & Go workplace charging incentive program and take advantage of federal tax credits for EV charging infrastructure.
- Conduct a survey of EV usage at different types of commercial occupancies on Bainbridge Island to inform whether required EV spaces should vary based on different land uses or occupancies, similar to how other jurisdictions do this.
- Engage with local gas stations to understand if/when they plan to add DC fast chargers to their stations, what their hurdles are, and how the City can support their transition. The electrification of gas stations is happening already in Europe.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:35 PM) Review 30% Conceptual Design Plan for the Senior/Community Center,

SUMMARY: On May 14, 2024, the City Council approved a Memorandum of Understanding (MOU) with the Bainbridge Island Senior/Community Center for the development of a new Senior/Community Center. The terms of the MOU require the Senior Center require periodic check-ins with the Council at 30%, 60%, and 90% design completion. The MOU requires the conceptual plans show how a future affordable housing project, as well as how a playground of comparable size and functionality as the playground currently at Waterfront Park, will be accommodated.

The Senior Center organization made an early presentation of its draft conceptual plans at the July 16, 2024, Council meeting and received assurance from the Council that the trajectory of the plans were acceptable to the Council prior to expending more resources. With the Council's concurrence, the Senior Center organization continued to develop conceptual plans for this September presentation of the 30% conceptual design.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to approve the 30% conceptual design plan for the Senior/Community Center.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: On May 14, 2024, the City Council authorized the execution of a Memorandum of Understanding (MOU) with the Bainbridge Island Senior/Community Center (BISCC) for the development of a new 14,000 square foot Senior/Community Center. The project is progressing according to schedule. This presentation meets a mandatory requirement of the MOU.

The applicant has completed the pre-application conference and received the summary letter. Pursuant to the attached memorandum, the summary letter defines the zoning requirements, anticipated submittals required

for approval (traffic study, tree retention, stormwater), and the approval process. It is noted the project meets current required parking, with approximately 20 additional parking stalls.

The Bainbridge Island Senior Community Center has a timeline of approximately three and 1/2 years to raise the necessary funds for the project. After the fund-raising period, the design must be completed within one month. BISCC must obtain all permits. The city is committed to promptly processing all applications and permits. The agreement envisions the creation of a new parcel on which the new building will be located and a new ground lease for the facility. Construction will commence within one year after execution of the ground lease and the issuance of all necessary permits. Upon completion of construction, the ground lease will terminate, the new building will be conveyed to the city without charge, and the parties will enter into a new Joint Use Agreement between the city and BISCC for the building and land.

ATTACHMENTS:

[BI Senior Community Center 30% Conceptual Design Narrative 9-24-24.pdf](#)

[BI Senior Community Center 30% Conceptual Design Presentation 09-24-24.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Attn: Blair King, City Manager; City Council members
From: Charlie Wenzlau, Principal, Wenzlau Architects
Reed Price, Executive Director, Bainbridge Island Senior/Community Center
Date: September 24, 2024
RE: SENIOR/COMMUNITY CENTER STUDY - 30% Conceptual Design Check-in Summary

COUNCIL REVIEW: Consistent with the memorandum of understanding (MOU), the Senior / Community Center is fulfilling the requirement for periodic check-ins with the Council with the assistance of Wenzlau Architects. The check-ins are mandated at 30%, 60% and 90% design completion. On Tuesday, July 16, 2024, the Council acknowledged that the project meets the objective to provide “adequate acreage” for future affordable housing. The Council at that time also approved the preferred site option in advance of the pre-application conference and preparation of the 30% conceptual design plans.

COBI PLANNING REVIEW: The project has completed the pre-application conference and received the summary letter. The letter defines the zoning requirements, anticipated submittals required for approval (traffic study, tree retention, stormwater), and the approvals process. The project meets the zoning requirements including required parking.

PROJECT DESIGN: The site plan identifies key outdoor spaces, circulation and initial planting concepts. The floor plans illustrate the intended building functions and overall organization. This level of detail will be presented at the initial Design Review meeting (Conceptual Design). The later stages of Design Review will focus on the exterior design and building materials.

COBI SYSTEMS REVIEW: Consistent with the MOU, the City has required the applicant to make periodic check-ins to review building systems and materials to ensure their practicality for the long-term maintenance of the building. The initial meeting on these systems will take place concurrently with the Design Review process as the building materials are presented to the DRB.

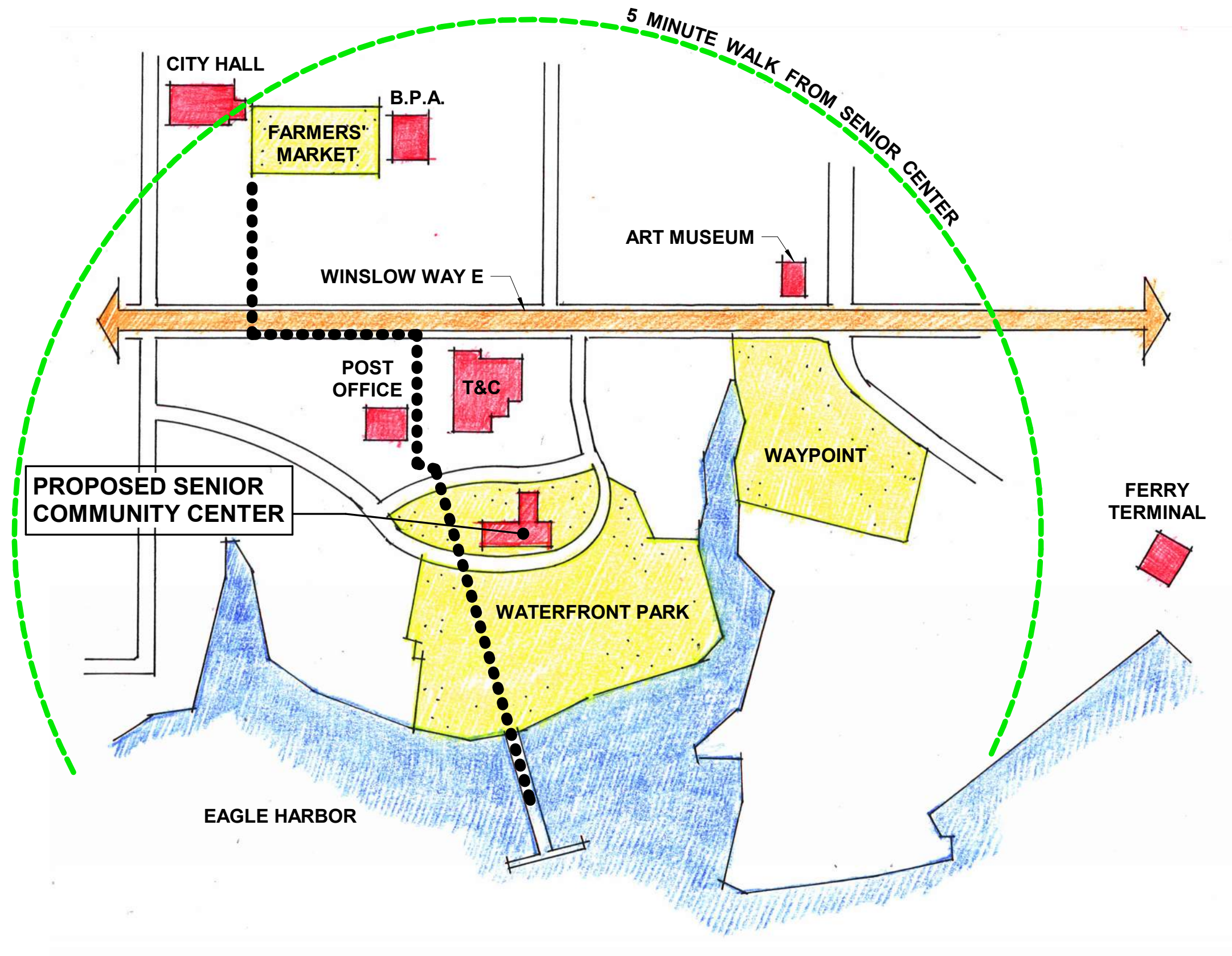
COMMUNITY OUTREACH: The Senior/Community Center is meeting with numerous Island-based organizations for input and to ensure the building is supportive of multiple needs. These groups include the Island Volunteer Caregivers, Helpline House, Bainbridge Island Metropolitan Parks & Recreation, the City’s Race Equity Advisory Committee, the Suquamish Tribe, the Multicultural Advisory Committee, the Chamber of Commerce, Bainbridge Prepares, and others. In addition, a Community Participation Meeting will be held after the initial DRB meeting.

ACCESSIBILITY AND RESILIENCY: The project team includes an accessibility consultant to evaluate how the building can support a broad spectrum of user needs and sensory limitations. The team is also meeting with people with lived experience in disability, including the Visually Impaired Persons group, and with Bainbridge Prepares, the City’s Emergency Management Coordinator, and others, to

identify resiliency features to allow the building to support residents in need during a local emergency or weather event.

SUSTAINABILITY: The project team includes a sustainability consultant to guide the LEED certification.

NEXT STEPS: After this 30% Conceptual Design check-in, the project will complete the Site Plan Review application process and related schematic building design documents. The anticipated completion of this stage is early 2025.



TOWN TO WATER

B.I. SENIOR COMMUNITY CENTER

370 Brien Dr SE, Bainbridge Island, WA

PRE-APP

6/14/24

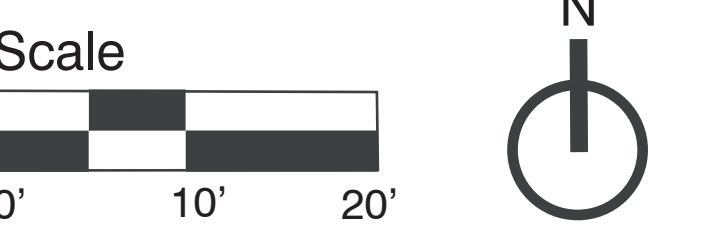
2



LEGEND

- PARK PATHS & SIDEWALK ACCESS
- PROJECT SITE ACCESS
- ADA
- ADA

BAINBRIDGE ISLAND SENIOR COMMUNITY CENTER - CIRCULATION



BAINBRIDGE ISLAND SENIOR COMMUNITY CENTER - PRELIMINARY SITE / LANDSCAPE CONCEPT

BAINBRIDGE ISLAND SENIOR
COMMUNITY CENTER
370 BRIEN DRIVE SOUTHWEST
BAINBRIDGE ISLAND, WA
BAINBRIDGE ISLAND SENIOR / COMMUNITY CENTER

SD Progress

PROJECT #	2224	
ISSUE DATE	8/16/24	
#	Description	Date

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MAIN LEVEL FLOOR PLAN

A-105



BAINBRIDGE ISLAND SENIOR
COMMUNITY CENTER
370 BRIEN DRIVE SOUTHWEST
BAINBRIDGE ISLAND, WA
BAINBRIDGE ISLAND SENIOR / COMMUNITY CENTER

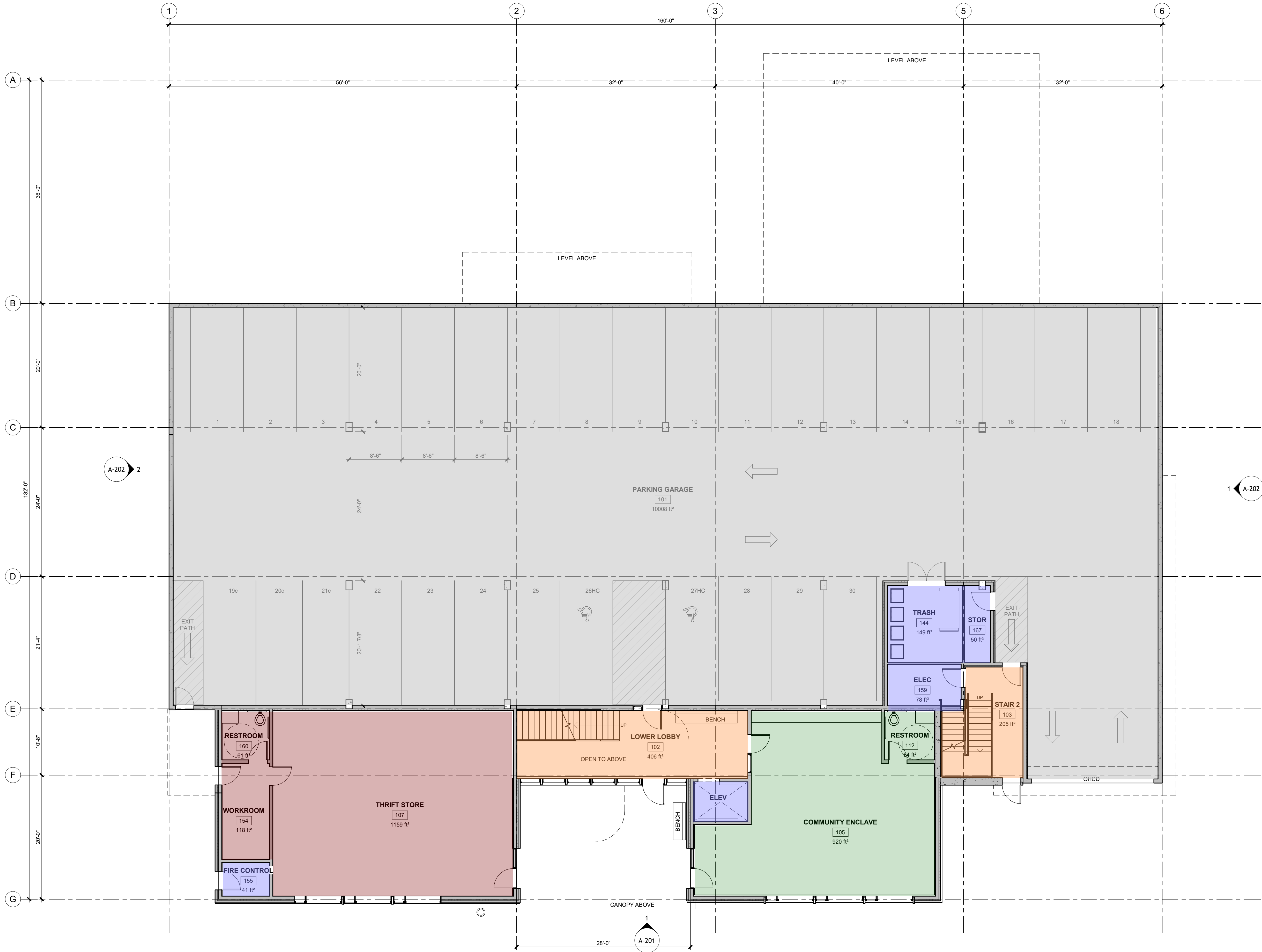
SD Progress

PROJECT #	2224	
ISSUE DATE	8/16/24	
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LOWER LEVEL FLOOR PLAN

A-104



1 LOWER LEVEL FLOOR PLAN
1/8" = 1'-0"



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: September 24, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:50 PM) Appoint Council Members to Interview Candidates for the Kitsap Public Facilities District Board,

SUMMARY: Council will appoint 3 Council members to interview candidates for the Kitsap Public Facilities District Board.

The City of Bainbridge Island has a designated seat on the Kitsap Public Facilities District Board of Director. The appointment is technically made by Kitsap County Commissioners. The Commissioners have requested the City Council provide a recommendation. The County is eager to receive the Council's recommendation.

Four applications have been received to serve on the Public Facilities Board.

AGENDA CATEGORY: Appointment

PROPOSED BY: City Council

RECOMMENDED MOTION: I move to appoint Councilmembers _____, _____, and _____ to interview candidates for the Kitsap Public Facilities District Board.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding: