



PLANNING COMMISSION
SPECIAL MEETING
THURSDAY, AUGUST 4, 2016
6:00 – 8:45 PM
COUNCIL CHAMBER
280 MADISON AVE N
BAINBRIDGE ISLAND, WA 98110

AGENDA

- 6:00 PM CALL TO ORDER**
Call to Order, Agenda Review, Conflict Disclosure
- 6:05 PM REVIEW AND APPROVAL OF MINUTES**
April 14, 2016 and April 28, 2016 Meetings
- 6:15 PM PUBLIC COMMENT**
Accept public comment on off agenda items
- 6:25 PM PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE**
- 6:35 PM 2016 COMPREHENSIVE PLAN UPDATE**
- Review DRAFT *Capital Facilities Element*
 - Review DRAFT *Human Services Elements*
 - Review Comprehensive Plan Amendment submitted by Charles Schmidt, to change the designation for Pritchard Park from WD-I to OSR-2
- 8:25 PM PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE**
- 8:40 PM NEW/OLD BUSINESS**
- 8:45 PM ADJOURN**

****TIMES ARE ESTIMATES****

Public comment time at meeting may be limited to allow time for Commissioners to deliberate. To provide additional comment to the City outside of this meeting, e-mail us at pcd@bainbridgewa.gov or write us at Planning and Community Development, 280 Madison Avenue, Bainbridge Island, WA 98110

For special accommodations, please contact Jane Rasely, Planning & Community Development 206-780-3758 or at jrasely@bainbridgewa.gov

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure
REVIEW AND APPROVAL OF MINUTES – February 11, 2016
PUBLIC COMMENT – Accept public comment on off agenda items
AQUACULTURE LTD. SHORELINE MASTER PROGRAM AMENDMENT – Public Hearing
PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE
2016 COMPREHENSIVE PLAN UPDATE

- Water Resources Element
- Housing Element

PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE
NEW/OLD BUSINESS
ADJOURN

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure

Chair Mack Pearl called the meeting to order at 6:05 PM. Planning Commissioners also present were Michael Lewars, Jon Quitslund, William Chester and Michael Killion. Commissioners Lisa Macchio and Maradel Gale were absent and excused. City Staff in attendance were Attorney Lisa Marshall, Planning Director Gary Christensen, Senior Planners Jennifer Sutton and Christy Carr and Administrative Specialist Jane Rasely who monitored recording and prepared minutes. City Consultant Joe Tovar was also present. The agenda was reviewed and no conflicts were disclosed.

REVIEW AND APPROVAL OF MINUTES – February 11, 2016

Motion: I moved we approve the minutes.
Killion/Lewars: Passed Unanimously

PUBLIC COMMENT – Accept public comment on off agenda items
None.

AQUACULTURE LTD. SHORELINE MASER PROGRAM AMENDMENT – Public Hearing

City Attorney Lisa Marshall provided history of the SMP process and the appeal that brought the City to this public hearing. She described the purpose of the public hearing as a time to receive testimony and deliberations would occur at a later date after proper thought could be given to the information most recently received within the last few hours before this meeting.

The public hearing was called to order at 6:09 PM.

Public Comment – Transcribed Verbatim

Jesse DeNike, Plauche and Carr – “Good evening, members of the Planning Commission. My name is Jesse DeNike and I want to thank you for the opportunity to provide comments to you this evening. I am here on behalf of the Pacific Coast Shellfish Growers Association (PCSGA). As you might imagine, we have many serious concerns about the Aquaculture Limited Amendment that is currently before you. We did submit a comment letter earlier today that sets forth our concerns and recommendations in detail. I am not going to take the time tonight to go over all those, rather I am going to hope and trust that you will take a careful look at our comment letter and seriously consider our concerns and recommendations. I would, however, just like to take a couple minutes to emphasize a few key points. First, there are very few circumstances under which it is appropriate to even consider a limited amendment to a shoreline master program. Those circumstances are specifically set forth in State guidelines. We have seen no information demonstrating that the Aquaculture Limited Amendment satisfies the criteria for when it’s appropriate to consider a limited amendment. In fact, based on analysis, it’s quite clear that those circumstances have NOT been met which means that it’s really not even appropriately being brought up at this time. Second, even if those circumstances were met, even if it was appropriate to consider this limited amendment at this time, the limited amendment would still need to comply with State law and policy pertaining to shellfish aquaculture. It would also need to be supported by current scientific and technical information. It is not, it does not. It is inconsistent with the law as well as the science. Third, as Ms. Marshall pointed out, PCSGA is a party to the pending appeal before the Growth Management Hearings Board concerning the aquaculture regulations that are in the currently affected SMP. I believe Ms. Marshall made this point clear, but I do want to emphasize that the Aquaculture Limited Amendment does NOT reflect an agreement of the parties to that appeal. As of this time, there has been no agreement of the parties in that appeal. In short, the Aquaculture Limited Amendment is unwarranted, is inconsistent with the science, and it is unsupported, also inconsistent and in violation of State law and policy. We strongly urge you to carefully review our comment letter and suggestions. We believe the Aquaculture Limited Amendment should either not be adopted or that it should be revised consistent with the recommendations in our comment letter. That is all of your time I will take tonight. I do want to thank you for your time and attention to this very serious matter.”

Doug Steding, Icicle Seafoods and American Gold Seafoods – “I am actually Doug Steding. I am outside council for Icicle Seafoods and Kevin Bright is a representative of American Gold and he asked me to speak on his behalf and our client’s behalf. Once again, Doug Steding. I represent Icicle Seafoods who is the parent company of American Gold Seafoods and the operator of net pen facilities in Washington State so we’re not talking shellfish aquaculture, we’re talking fin fish, salmon aquaculture. We too have submitted written comments. I’ve copies here today that I will give to Ms. Marshall when I am done and we are recently aware of this issue. We became aware of the outright, the proposed outright ban on new net pen facilities

as a result of the review of the March 24, 2016 Planning Commission packet. I won't take up too much of your time, I just want to hit some of the highlights in our comments. First, we agree with the PCSGA that a limited amendment is not warranted in this case. Second, with respect to this proposed outright ban on new net pen facilities that is part of this proposed limited amendment, we would note that we believe that is inconsistent with State goals in terms of fostering of aquaculture and it's inconsistent with the SMA. It is also not supported by any of the best available sciences out there and I've got a number of papers that are included in the cd that are coming in with our comments. And finally, it wouldn't be consistent with State and Federal laws that are intended to promote fin fish aquaculture for a number of reasons including balancing trade and balances in terms of fish and meeting increasing demand for a good source of protein. There is a wealth of information that shows that properly sited and properly managed facilities like my client's, have little to no adverse impacts to the environment. There's been extensive Shorelines Hearing Board decisions on the subject, PCHB decisions on the subject and I will provide those to Ms. Marshall as well. My comment on this is that we would respectfully request that the Planning Commission NOT proceed with sending this limited amendment to the City Council later in May as proposed now and, as relatively new outside observer, I will admit that I am somewhat scratching my head about this because I think, the City of Bainbridge Island is setting itself up for needless litigation on the back end of this if they proceed. If Ecology goes forward and approves this limited amendment, which I doubt they will, there will certainly be litigation around that and an appeal around that and if they don't, like they did last time with your last amendment, there's going to be litigation around that and, believe it or not, as a lawyer I like to see people avoid litigation. I like to see public resources used wisely and I think this is not being setup to do that in this case. So, I thank you for your time. I appreciate you taking the time to review our comments and I will give them to Ms. Marshall now. Thank you."

Elise Wright, Citizen – "Hi. I am Elise Wright. I am here tonight to give you some information. As you know, I'm a member of the Bainbridge Alliance for Puget Sound which has been in settlement negotiations with the City, with PCSGA, with the Department of Ecology and with an Assistant Attorney General and I am really sad to hear that the industry and some of the aquaculture partners around the Island feel so strongly that this is a bad idea because that is really sort of the first I've heard of it. We've all been working very hard to reach an agreement that would both protect our shorelines and would leave the City in good legal shape, so I'm really feeling flummoxed. My original reason for coming to speak to you was to sort of walk you through the revisions that our Alliance made to the last draft revisions that we saw. I don't know if that's necessary to do at this point, but I do have two colleagues who are here to speak to specific issues. I sent you a cover letter and a summary of the six major points or areas of concerns and at this point, it's permitting and monitoring which have been very ably addressed by Christy Carr. There are still a few things we would like you to look at and we understand that now that we're not in discussions, we need to present those to you. Wayne Daly is here to talk to a couple of them and Marci Lagerloef, who are scientists, is here to talk to permitting and monitoring and I think I put them next on the list...In Section 5.2.4.6, I'm talking mainly about

specific language changes, in that section and in 5.2.4.6d, we recommend the word ‘may’ be changed to shall and if you go through this rather long annotated version of the recommendations, you will see that there are some places where our attorney has also followed our comments and given backup for them. In that case, he cited a State law and said that was a stronger way to say it. In 5.2.4.6g, we’d like the words ‘and other equipment’ added because this has to do with identifying equipment that is lost during the process of commercial aquaculture and that, as you know, if you make a list, other things are excluded so we are trying to just be inclusive there. And then the most important one for us is 5.2.5.1. That’s where I said, I can see erroneously I said, part of the agreement reached was the cap on the amount of commercial aquaculture allowed on the Island. That was incorrect. We were in discussions and that was a suggestion that was made by industry so that’s why I’m sort of flummoxed by all this. It needs to be clear that the cap applies to the totality of the Island that it’s not just on one permit or something. I’m sure that’s what’s intended, I just want to be sure it’s not misunderstood. Then there were a couple of things to protect property owners and boat drivers. One is increasing the property site setback. In 5.2.5.1i, to increase it from 10 feet to 20 feet from commercial aquaculture because as you know, many of the tidelands on the Island follow a non-linear pattern so your neighbor’s tidelands may end up in your front yard, so to speak. And then corner markers need to be on commercial aquaculture at low tide and as part of the former Harbor Commission, I wanted to be sure that’s not a hazard to navigation for people in rubber boats or canoes or kayaks, so we just suggested the markers be low enough that they’re visible but not a hazard. And there’s probably more, but I’ve forgotten and I’ve seen my time.”

Commissioner Lewars asked Ms. Wright why 150 square foot limitation was the right number and not something in between 150 and 500 feet. Ms. Wright responded by saying 500 square feet could produce 6800 oysters per year which was far more than a family would want to eat. She said Betsy Peabody would be able to clarify whether there was an amount between 150 and 500 feet that would be a better number.

Wayne Daly, Citizen – “As Elise had just commented on the concern of the 150 square feet versus 500 square feet, I’d just like to point out a couple of facts or figures here that you can consider as you deliberate on this in the future. 150 square foot lot would provide 10 bags. One bag of oysters will produce about 200 oysters. That takes you to the number Elise had commented on concerning the numbers of critters that would be involved in a 500 square foot area. I support exactly what Elise has indicated. If we are talking about a community of several families where they’re putting their project together in terms of the number of square feet that is appropriate because it is a community garden. But my concern is that we make sure that if we’re going to have 2500 or 3500 square foot sites on the Island that total area counts towards the 5 acre limit for the entire Island that is in the documents that we’re considering. We don’t want to prevent the community garden concept, it’s a great idea, but we need to make sure that we are protecting the shoreline of Puget Sound and the shoreline of Bainbridge Island. In light of that, I’d like to go on to the issue of where we are allowing the shellfish industry to occur and we are

arguing that the area that needs to be considered on Bainbridge Island for any of this shellfish activity needs to be on the shorelines where we have armored banks. The reason for this is because where you have an armored bank, you have essentially no forage fish spawning habitat. The armoring, the wave action and the currents that are developed with an armored bank completely destroys the habitat for forage fish to spawn and utilize that area, so this is an area that can be used for the shellfish industry. So be it. But let's protect those unarmored shorelines that we have on Bainbridge Island. It's critical. And we do have an issue in terms of forage fish. Forage fish is what supports our salmon industry. It supports our entire fishery within Puget Sound and then within the Salish Sea. Anything that we can do to protect that is critically important. The other issue that I'd like to address is the issue of mussel rafts. They're not specifically mentioned in the document but in terms of the areas they would be used, they're not immediately located in a forage fish habitat, but they are in an area where they are providing water quality impacts as well as potential for shading activities that might occur with a mussel raft. When I made my slide presentation a couple of weeks ago, there were several images of the mussel raft concept. They're huge and they do have a very significant influence in terms of footprint and in terms of what they're doing within the watershed itself. We need to make sure this is an issue that is looked at very carefully with the science to support that a located mussel raft anywhere around the Island is properly researched and that the proper amount of evaluation of the site from the environmental impact is done. Those are my critical areas of concern. It's the forage fish. We need to protect our forage fish and our shoreline so that we can make sure we do have a population of salmon to support in Puget Sound. You are all aware, if you read the newspapers, they are considering a total shutdown of salmon fishing on the ocean coast because of the lack of fish. This morning I saw an article in one of the science journals I get that it's not only here, it's the climate change that is occurring is impacting the Columbia River Basin as well. I realize we're not in the Columbia River Basin, but anything we do with the salmon industry, is going to impact all us. When you have the total sockeye salmon population for the Upper Columbia River destroyed with drought conditions, then we have something to worry about and I hope we don't have to worry about that here on Bainbridge Island because I think we can protect our resources and protect our salmon resources."

Marcia Lagerloef, Citizen – "I am the third member from BAPS speaking tonight. I haven't been part of the settlement discussions but I was part of the development, I was on one of the work groups for the shoreline plan. I'm going to speak to permit requirements and monitoring and ecological functioning. I think that a conflict I don't know a way to resolve is we have a State that has an avowed support for aquaculture and we have a Shoreline Management Act that was revised before we started this revision to our plan to put in a whole new section that really emphasized no net loss of ecological function. The crux that I'm speaking to is, how do you determine if there's no net loss of ecological function? So, I'd like to speak to a couple of parts of the regulations and I really appreciate all the detail that has been added in terms of what would go into permitting because that's something that hadn't been fleshed out before. I want to speak to a section that's found under Regulations General. I know you get tired of numbers, but it is

5.2.4.4 and speaks to when a new permit is issued for commercial aquaculture. BAPS has some concern about the fact that it is a five year permit but if there's some sort of hold-up in legal actions or administrative appeals, that doesn't count against the five years, so I don't know how long it could go out. To cover our concern that there could be new information that becomes available, we've added a Section E which says, 'One reason why you might want to re-open and revise a permit is new information on threats to the ecosystem are documented in the scientific literature, new techniques are available to mitigate harm or other information becomes available that was not taken into account the original permit issuance.' So we feel like we are in a situation where we, as a City and as regulators and managers, need to keep learning about the impacts of this kind of activity in our shorelines. The best way to do that is to allow ourselves to be able to revise permits if we get new information that suggests a problem. That's called adaptive management. We have also requested an addition in this particular section of the regulations that says that another reason why you might want to re-open and revise a permit is 'if the applicant proposes to change the species being cultivated under the permit.' Turning to Section 5.2.4.6 which speaks to the conditions that would be applied by the administrator, we've again suggested some language that would strengthen this ability to go back and re-open, revise or revoke a permit if monitoring information showed that there was a problem. Again, adaptive management. Under Section 6A, we've added the language (shown in parentheses), 'The City may revoke the permit if it is determined the aquaculture operations are not consistent with the terms and conditions of the permit (including monitoring requirements) and/or the aquaculture operations are not within the original scope and intent of the original permit (or if the environment is being degraded beyond what is allowable under the permit based on required ongoing monitoring of the permit site).' Again, we're simply trying to create enough places in here where if there's new information in the scientific literature and the monitoring that shows a problem, we can actually act and not just let things slide, but go back in and make adjustments as appropriate. It's our effort to really be consistent with the overriding concept in the new Shoreline Management Act which is no net loss of ecological functions. Thank you."

Charles Schmid, Citizen – "Take a look at Ordinance 2016-06, Exhibit 1, turns out to be Table 161203-1 Shoreline Use Modification. If you go over to Priority Aquatic and look at A and B, you'll find out it's 'Prohibited' that's been added to Commercial Aquaculture Geoduck. Exhibit 2 on the next page of Ordinance 2016-06, Priority Aquatics, Heights over the Water, Accessory Uses. It's been crossed out 'prohibited' and put in 'three feet.' I'm not really sure if that's just an interpretation to say on one hand they're prohibited and the other hand three feet tall. I'm sure Staff will figure that out and find out Charles Schmid is wrong or perhaps this is wrong. I also like listening to my colleagues remind you three years ago when we started the SMP and we broke into groups and had people from all diversion points of view which we can easily find on this Island. Experts like Wayne, Marci and Jim Brennan that really understand this, the draft was sent down to Ecology, came back and was changed as far as aquaculture. That's the basic thing. Just a year ago, we were told this would be a community affair. I remember Barbara Nightingale from Ecology saying, 'This is a community plan. Let's all work together.' Then to hear all of

sudden it's all going to be part of litigation with people coming in last minute. We worked hard to work on combining to get this common understanding and then to just say litigation's going to decide it. This was a community decision and it IS a community decision and I hope you look at it that way."

Kevin Bright, American Gold Seafoods – "I am Kevin Bright. I'm with American Gold Seafoods. I live up in Anacortes, but we have operations down here in Rich Pass. I've been with the company for over 25 years. I started growing salmon up in Cypress Island. I've got a Marine Biology degree. I love the salt water. I grew up around here in Bremerton and Hood Canal. My dad took me fishing up at Point No Point in Hansville and so I have a lot of affinity for the salt water and marine environment. I love making a living working on the water, working in the water. Aquaculture gets a bad rap, there's no doubt about it. People either like it or they hate it and there's people out there that really, I think, I don't want to get too far into this but, they take a very narrow view of aquaculture. It's farming. It's essentially no different than what you're doing on land. You're growing something in the water. You're growing oysters, you're planting them, you're harvesting, you're growing clams, you're growing fish. So this is how you put food on the table. This is how we've evolved over all these years. Go to the grocery store. Everything there on the grocery store shelf comes from a farm, so I just want to put that out there. That's what got me into this business. I figured we better figure out how to grow this stuff if we're going to eat it. I just want to make a quick comment and I know some of your heads are spinning with all these provisions that are in there. They're overly proscriptive and Ecology cautions in their guidelines about being overly in your SMP guidelines. When you have five pages of conditions that I can hardly read through and figure out how I would run a business growing an oyster on your beach there, it's basically a de facto ban that's going on here. I understand there's concern about the environment and there are experts in the Department of Natural Resources and Department of Ecology that look at these things and look at what is going on in the shorelines. You aren't the experts in this field. It's a very complicated environment out there. Ecology setup these guidelines, basically the SMA is written as an overall look at how we are going to treat the marine environment, not how the City of Bainbridge treats it and Kitsap County treats it and King County treats it. It's all connected. You've got to look at the big picture and that's what the SMA tries to do. It tries to say here's the big picture. Protect it, but also utilize it. It's a balanced approach. You need to keep that big picture in your mind as you go through this and not get caught in the weeds of a 500 square foot community oyster bed or a 5,000 square foot commercial oyster bed. There's agencies that are in charge of regulating this industry. My job as a permit coordinator for the company now, I used to feed the fish, but now all I do is work on the regulations for the company and compliance with the amount of regulations, i.e., discharge permits, fin fish permits, etc. Essentially, every agency has a regulation for us to follow. It's a very well regulated industry. Just briefly, on the ban or prohibition of net pens, Jefferson County went down this road in 2011. They tried to ban net pens in their SMP. Ecology threw it back to them and said you cannot do that and I'll just quote Ecology's record on this is clear in a letter to Jefferson County dated January 27, 2011: "There

is not a conclusive science basis on the record to support such a ban of net pen aquaculture. We, Ecology, further determine that from a legal standpoint, there is not authority for an outright ban through an SMP.” So, Ecology is very clear on that. What happened to Jefferson County is they spent three years twisting in the wind hung up over trying to ban net pen aquaculture and they hung up their whole SMP process in the process of that. Bainbridge Island’s SMP must comply with the State Shoreline Management Act. It’s a community thing, but it also has to comply with the State Shoreline Management Act. You have to follow the rules. I would ask the Planning Commission that, this thing is a very complicated issue, and I don’t think you should pass it forward at this point as it’s written to the City Council. Pardon my emotions, but thank you for your time.”

The Public Hearing was closed at 6:43 PM. Chair Pearl stated they would hold the Public Hearing over to another night to allow for proper reflection on the information presented.

PUBLIC COMMENT ON COMPREHENSIVE PLAN

Charles Schmid, Citizen – “We were talking the other day about getting to the heart of matters in the Comprehensive Plan and I would like to add a line to the Water Resources Element Existing Conditions and Future Needs. I would like to add, ‘Island residents, farms and industry are dependent on groundwater resources now and for the foreseeable future. Without it, their gardens, their kitchens, their bathrooms would be useless and homes virtually worthless.’ That’s where it gets to the heart of water here. All we say is groundwater is the sole source of drinking water and then we talk about ways to measure it. Really, what does that mean from the Comprehensive Plan how it affects our residents. I think it is the most valuable resource this Island has. Imagine our homes without water. Our industry without water. So that’s why I would like to add that line. Thank you.”

2016 COMPREHENSIVE PLAN UPDATE

Ms. Sutton gave an overview of the previous meeting’s discussion pointing out the Commissioner’s changes were highlighted in yellow on the draft presented in their agenda packet. She went on to show Commissioner Killion’s new draft of the Vision Statement for the Water Resources Element. Discussion centered on sentences referring to aquifers and Low Impact Development.

Chair Pearl spoke about aquifer recharge areas and felt some should be further defined as “high” aquifer recharge areas in order to better define the different areas on the Island as opposed to the idea that the whole Island is equal in terms of being an aquifer recharge area. The subject of surface water runoff was also discussed. Commissioner Quitslund stated he felt the Water Resources Element should be in accord with the aquaculture regulations of the SMP. It was decided there would be a reference that pointed to the SMP regulations to keep the two in

agreement. The Commissioners also agreed there should be reference to the Island being dependent upon ground water as well as a sole source aquifer.

Motion: I move that following tonight’s discussion we have at least preliminarily agreed upon the language and the intent in the Water Resources section and we’re ready to move onto the Housing Element
Lewars/Killion: Passed Unanimously 4-0

The City’s new Planning Director, Gary Christensen, was welcomed by the Commissioners.

City Consultant Joe Tovar presented the Housing Element with some general organization and a plan for how the Planning Commission may want to proceed with reviewing this element. He brought their attention to the Neighborhood Service Centers (NSCs) being only 11% of the Island as a whole and how they may want to concentrate future growth in these areas in order to retain the rural character of the Island. Mr. Tovar also mentioned the Bainbridge Island Housing Assessment would be included as an appendix to the Housing Element. He then went on to review the “16 Potential Tools to Increase Supply of Diverse Housing Types and Affordable Housing” saying this would be a good place to start their discussion. The HDDP program was described with information about the different tiers presented by Ms. Sutton. In regards to cottage housing developments, Chair Pearl asked what the ideal number of homes per acre would be. Mr. Tovar thought no more than 10 homes per acre would be best.

PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE

Doug Rauh, Citizen – Commented on the Greenwood Avenue cottage. He wasn’t sure what was meant by dwelling units per acre, but if 8 houses were on 1.25 acres, that would be 6 units per acre, not 10 per acre. When looking at opportunities like air space, look at an aerial map of the core are. Most of the open land is parking lots. He felt the Planning Commission should look at placing housing over the parking lots if they were going to look at open space. If you’re going to look at air rights for the police station, you’re going to build a police station once in a half century and there’s no housing on top of it, why would you bother to put it in your housing code? He said there would not be another opportunity in anyone’s lifetime. When looking at zoning the Island, if a parcel is purchased and a house is built assuming that the zoning applies to yourself and your neighbor and then you put those clustered houses (say in an R-2 area) 10 to an acre, trust has been voided. He felt they should look at the ambiance. Mr. Rauh mentioned that Miami’s housing market prices were dropping rapidly. He stated other people had a vision of Bainbridge Island like Mercer Island and they had to be very careful what they did if they were going to have dense housing. People would expect it in the downtown core, but do not expect it in the conservation area. People’s perception of Bainbridge Island would be changed. Mr. Rauh went on to say if the housing at Rolling Bay was quadrupled, the next question would be how to move the people around which would lead to expansion of the transportation infrastructure. The

extra cars would become a problem because there were not buses every 15 minutes. He mentioned that people at the north end of the Island find it just as convenient to go to Poulsbo because they cannot find parking in Winslow. Mr. Rauh finished by saying there needed to be a core area with retail and business and people.

Charles Wenzlau, Citizen – Thanked the staff for their good work thus far. Mr. Wenzlau stated multiple tools were necessary. He felt that even given the best intentions in the Comprehensive Plan, there was very little to show in terms of affordable housing. He stated what was needed were incentives for developers. Mr. Wenzlau thought the HDDP tool was the best incentive and it was super important to begin adjusting it if necessary but it should be considered a critical tool. He went on to mention that there was a draft Cottage Ordinance already stating former Planning Director Kathy Cook and Staff put it together 5-10 years ago and he considered it a great tool that had been crafted very specifically to control the outcomes. Mr. Wenzlau went on to speak about the recent kickback of what the character of High School Road should be saying he saw it as one of the most significant opportunities for increase rental housing on second and third floors of buildings. The last tool he mentioned was appropriate in-fill in Winslow such as ADUs, tiny houses and small footprint homes that could allow for walking to close-by shops.

Jonathan Davis, Citizen – Thanked Consultant Joe Tovar for the presentation and agreed with everything Mr. Wenzlau said and then pointed out that all the tools outlined were extremely useful. He felt if each one was adopted, they would be very useful in one or two projects here and there where they were appropriate. If they were all left alone, there'd be nothing except the HDDP, if it stuck around, so the tools presented could be specific to areas of the Island so there were options about what to do with a site and how to create some benefit for a landowner that may increase density slightly but also gave back to the community in the way of conservation, small houses or affordable houses. Mr. Davis thought the tools were important and if there were not a variety available, they'd be stuck with a few clunky tools except for the HDDP. He supported in depth study of the proposed tools and find where they were appropriate along with appropriate wording of ordinance to support them. He mentioned the High School Road area and thought it could be a second commercial center with a specific character by bringing housing and other mixed uses that would allow a greater density. He saw it as a way to conserve the nature and character of downtown Winslow and Winslow Way. He thought it would bring great benefit in a lot of different ways.

Charles Schmid, Citizen – Stated the 1994 Comprehensive Plan had Randall Arendt come out and do quite a bit of consulting. He said they looked at a lot of houses and clustering them but not much in affordable housing. He asked if there didn't used to be a sweat equity land which was quite successful (Strawberry Lane). He felt they had to be sensitive with neighborhoods and how all of this could be put together. Mr. Schmid thought there had been a lot of mistakes made in trying to increase affordable housing but he felt focusing on including affordable housing as the primary goal for density bonuses in developments would help.

Ron Peltier, City Council – Thought this was an issue that would take some creativity and the more consensus they could build around how to address this, the better. There was some conflict around the values Bainbridge Islanders hold dear. Mr. Peltier stated there were about 45 people who spoke at the Suzuki Meeting the previous month and no one was against affordable housing, but they were also concerned about ecological function and what was done to address housing needs would impact the rest of the Island and the sustainability of its environmental and ecological resources. He thought as they looked at the issue, they needed to build consensus around strategies that all the people who were at the Suzuki meeting could agree on. He mentioned they would be speaking about affordable housing at the May 17, 2016 City Council meeting and it would be nice if there could be consensus and strategies that were agreed upon by environmentalists and members of the development community. He liked the idea of focusing the approach to providing more affordable housing units in Winslow, micro apartments without parking as a way to keep cost and congestion down offering people an option to live on the Island with built in affordability. Mr. Peltier thought if they could come up with strategies that recognize the other values Islanders have, come energy would get going behind it to come up with creative solutions.

Robert Dashiell, Citizen – Was delighted that the inclusive housing ordinance didn't work on Bainbridge Island since HDDP came along as some members of the community fought the inclusionary housing ordinance. He stated what that would do would create pockets of development all over the Island and he would like to see the inclusionary ordinance put to bed permanently. Mr. Dashiell went on to say that a viable model for a public transportation system was about 4,500 population per square mile and the Island was about 850 population per square mile. It could be had if it was funded by more than just passenger fares, but he thought the Island was more than 50 years away from having a viable density for public transportation. He felt one of the key criteria that should be imposed on affordable housing was how long it would be affordable. He said the U.S. standard was moving toward 50 years and he hoped the Comprehensive Plan would adopt that policy. Mr. Dashiell stated one thing that really bothered him about affordable housing was that most of it did not have adequate storage and that each house in the Ferncliff project had a little storage house. He also disliked when he drove through many affordable housing projects that there were not garages. He thought seeing a line of cars up a street was not very attractive and that should be given consideration in the Affordable Housing Element.

NEW/OLD BUSINESS

None.

ADJOURN

The meeting was adjourned at 8:31 PM.



**Planning Commission
Regularly Scheduled Meeting Minutes
Thursday, April 14, 2016**

Approved by:

J. Mack Pearl, Chair

Jane Rasely, Administrative Specialist

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure
REVIEW AND APPROVAL OF MINUTES – February 25, 2016
PUBLIC COMMENT – Accept public comment on off agenda items
HISTORIC PRESERVATION ORDINANCE – Study Session
PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE
2016 COMPREHENSIVE PLAN UPDATE – Study Session on Water Resources Element
PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE
NEW/OLD BUSINESS
ADJOURN

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure

Chair Mack Pearl called the meeting to order at 6:03 PM. Planning Commissioners in attendance were Michael Lewars, Maradel Gale, Jon Quitslund, William Chester, Michael Killion and Lisa Macchio. City Staff present were Planning Director Gary Christensen, Senior Planners Heather Wright and Jennifer Sutton, and Administrative Specialist Jane Rasely who monitored recording and prepared minutes. City Consultant Joe Tovar also attended.

The agenda was reviewed and there were not any conflicts disclosed.

REVIEW AND APPROVAL OF MINUTES – February 25, 2016

Commissioner Gale corrected the date in her statement on page 4 from July 2015 to July 2014.

Motion: I move approval as corrected.

Quitslund/Lewars: Passed Unanimously

PUBLIC COMMENT – Accept public comment on off agenda items

None.

HISTORIC PRESERVATION ORDINANCE – Study Session

Senior Planner Heather Wright gave an overview of the proposed ordinance creating a “Local Register Eligible” properties list and also stating that the ordinance included new duties the Planning Commission would be taking on. Ms. Wright went on to introduce the Historic Preservation Commission (HPC) Co-chairs, Dave Williams and Glen Hartmann. Mr. Williams began by telling the Commission about a well-attended public meeting that was held in February. He went on to describe the duties of the HPC including some success stories as well as some recent losses of historic buildings. He then turned the presentation over to Mr. Hartmann who outlined the benefits being on a Local Register would provide for the property owner, including tax incentives. (See attached presentation.) Commissioner Lewars asked what the criteria for being listed on the register were. Mr. Hartmann stated the State of Washington wanted every building over 50 years old to be inventoried. There was discussion of the benefits of being on

the Local Register and whether those incentives would go away should the owner decided to demolish the building after time. Historic Island Farm registry was also mentioned as an honorary designation only. Ms. Wright asked the Commissioners if they would like to have another study session or move the Ordinance forward to a public hearing. The Planning Commission agreed they should move forward to a public hearing.

PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE

None.

2016 COMPREHENSIVE PLAN UPDATE – Housing Element

Senior Planner Jennifer Sutton confirmed a quorum for the Commission's extra meeting on May 19, 2016. She also confirmed the date for the Capital Facilities/Utilities Elements public workshop date of May 26, 2016.

Ms. Sutton provided an overview of the work accomplished on the Housing Element at the last Planning Commission meeting. Consultant Joe Tovar gave his take on which tools of the 16 presented he felt would increase affordable housing. Commissioner Macchio brought up "tiny houses" and wondered why they would not make a bigger impact than reflected in Mr. Tovar's "toolbox." Commissioner Lewars stated he felt they had put a lot of work in and done a good job of protecting the environment and now it was time to do something for people. He expressed concern about the nation's homeless problem and that it was time to look at some ideas that could help provide housing that was within reach for both the homeless and the people who provided service by working on the Island but could not afford to live on the Island.

Commissioner Killion spoke about the Vision of the Housing Element and having it contain what Islanders really wanted the community to look like in 20-30 years. He spoke of an aspirational number that would relieve the cost burden of the rental housing market. Commissioner Chester spoke about using ALL the tools to create not just affordable housing, but a whole range of housing that would provide housing for teachers, shop assistants, etc. He felt they should use the appropriate tools for different types of zones or areas in order to remain flexible.

A conversation about apartments versus condominiums occurred with Charlie Wenzlau weighing in that the current market did not support development of condominiums at this time. He also stated the ratio of apartments to single family homes on Bainbridge Island was skewed and that there was a high demand for rental units. Commissioner Quitslund felt a Community Land Trust should be included as one of the tools that could be used.

PUBLIC COMMENT ON COMPREHENSIVE PLAN UPDATE

Ron Peltier, City Council – "I want to share a recollection of living on Bainbridge Island. My family moved here in 1965. My father's a meat cutter and he was able to afford to build a house on Lovell Avenue on a meat cutter's salary. At that time and up in to the early 80's, anyone who

wanted a house on Bainbridge Island could at least find something to rent. If you had a half way decent job, you could find something to buy. In those 50 years we've probably quadrupled the housing stock on the Island and during that time, housing has only gotten more and more expensive. So, what I would offer, contribute to the conversation here tonight is that, I think we tend to look at this issue of affordable housing like we're going to do something. This is going to continue as long as population continues to increase and that's what this is all about. We used to have affordable housing on the Island. Lots of it. Now we don't. What's the future going to look like if you look down the road another 50 years. I don't think Bainbridge Island is going to get more affordable. There are some things we can do and I think we should do them, but I don't think we should do them at the expense of our tree canopy or using water supplies we need to save for our farms. I would just offer that I think we need to have a more realistic conversation and realize that when we talk about these densities and continuously think we're going to respond for the need for more housing that somehow we're going to reach a solution. This is going to be an elusive quest to build enough housing to have a range of housing. How are we going to do that? I'm just very apprehensive that what we're doing is playing into the development community's desire for more density on the Island. And I'm not saying we shouldn't try to do what we can do and a lot of these tools and things we're talking about, I think we DO need to look at them and look at opportunities. But I think we need to be very cautious about what is going to be the long range impacts to the ecology of the Island. I want to share a little story about a lost opportunity. About three years ago, I was part of a group that challenged the Visconsi development. A lot of people thought we wanted to turn that property into a park and that's not the case. We wanted Visconsi and the development team to change their plans to make it something that really fit our community and served the NEED in our community. I commend the Planning Commission because you recommended against the approval of that project. We challenged the SEPA determination. What was done for Visconsi's environmental review was a simple checklist for the largest commercial development in 25 years. We challenged the determination and at one point, Dennis Reynolds, the attorney for Visconsi, asked if we could have a meeting. He let the Hearing Examiner know we were going to meet, that Visconsi was going to negotiate with us. So, we got together in this room and talked about what we would like to see and one of the things we mentioned was multi-story buildings, mixed use so we could have some housing on that site. They listened to us, but the thing is, what we had was an outside company that came in and they knew what they wanted to do. This is what they do, they build shopping centers and it was an opportunity to build retail but also maybe do it in a smaller footprint, underground parking and apartments over the retail. There's none of that there. There have been a lot of lost opportunities and I hope we could look at that area up there and I agree with Charlie and Jonathan that the High School Road area is an opportunity for re-development. It is already been disturbed. It's not a rural area. There's no farming there. It's a place where over the next years, there's going to be re-development there and if we could collaborate on how to encourage more housing in that zone that's close enough to the core that people could walk to the ferry, it's not going to happen overnight, but this is going to be a need and a discussion we will be having in perpetuity. After we're gone, people will be talking about

this. Let's think long term and that area at High School Road and other areas that are already developed that are going to get re-developed, how can we tailor our development regulations and incentivize things like the "micro" apartments, maybe some cottage housing, but in the core, dense development and smaller apartments in a place that's walkable. I love downtown. There's all this neat stuff. You can come up to City Hall, go down to the T&C, get a snack and walk to the ferry. I think this area down here can be even more vital. When we look at the parking lots that Lisa was suggesting we get rid of, that would be great if we had fewer cars. For once I rode my bike tonight. Usually I've been driving lately, but I like the idea of providing dwellings, housing units downtown here that don't require parking because they're for people who don't have cars. I know that doesn't fit a lot of people, but that's an opportunity for young people to come here. People who want to live on Bainbridge Island and work in our businesses we have downtown. That's something we should really focus on. What do we do downtown here to keep the character but also increase more housing units? Thank you for all your work that you've done."

NEW/OLD BUSINESS

None.

ADJOURN

The meeting was adjourned at 8:25 PM.

Approved by:

J. Mack Pearl, Chair

Jane Rasely, Administrative Specialist



CITY OF
BAINBRIDGE ISLAND

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

DATE: AUGUST 4, 2016
TO: PLANNING COMMISSION
FROM: JENNIFER SUTTON, AICP
SENIOR PLANNER
SUBJECT: COMPREHENSIVE PLAN UPDATE

I. REVIEW DRAFT *CAPITAL FACILITIES* AND *HUMAN SERVICES ELEMENTS*

The Comprehensive Plan drafting committee (Commissioners Gale and Quitslund) reviewed the DRAFT *Human Services Element* at their meeting on July 20. The drafting committee reorganized the Element, and eliminated the dated reference to HHHS as the umbrella organization that distributed City human service funding grants.

The DRAFT *Capital Facilities Element* has been updated by City staff from the Finance, Planning and Public Works Departments.

Attached to this initial packet are DRAFT *Elements* showing changes in *strikeout/underline* formatting. With so many changes, the DRAFT *Elements* are hard to read. "Clean" versions of the DRAFT *Capital Facilities* and *Human Services Elements* will be distributed and posted to the online Planning Commission packet on Tuesday, August 2. The "Clean" version will show the text as though all the additions and deletions shown in the *strikeout/underlined* version have been made.

Planning Commission Action: Review and suggest changes to the DRAFT *Capital Facilities* and *Human Services Elements*.

II. REVIEW SCHMIDT COMPREHENSIVE PLAN AMENDMENT (CPA) REQUEST FOR PRITCHARD PARK

The Commission first discussed Mr. Schmidt's CPA application (attached) on July 9, 2015, along with the other amendment requests. Mr. Schmidt requests that the land use designation for

Pritchard Park be changed from Water Dependent-Industrial (WD-I) to Open Space Residential - 2 (OSR-2), which is the adjacent residential designation. At that same meeting, the Commission heard from the Bainbridge Island Metropolitan Parks and Recreation District (BIMPRD) about their CPA request to create a new "Park" designation that would apply to all public parks. The Commissioners, staff and Mr. Schmidt all agreed that approval of the Park District CPA would make Mr. Schmidt's CPA moot. It is not clear that the City will approve the District's CPA for a new park zone; consequently, Mr. Schmidt's request is ripe to be discussed again. Pritchard Park is made up of two separate parcels: the east parcel is owned by the City, and the west parcel is owned by the BIMPRD. The ongoing Superfund cleanup is located on the point, on the City portion of the Park (see aerial photo below). Also below is a table comparing how development standards would be applied to Pritchard Park under the current WD-I designation



Development Standard	WD-I (Current)	R-2 (Proposed)
Park as Permitted Use?	Yes	Yes
Front Setback	10 feet	25 feet
Side Setback	10 ft/ Min 40 ft from Res. Zones	5 ft min/ 15 ft total side setback required
Shoreline Buffer	Based upon SMP Island Conservancy designation and upland use	
Building Height	35 feet	30 feet
Roadside Buffer Required?	Partial Screen 10 feet	NA
Other Landscape Buffers Required?	Full Screen 10 feet	NA
Parking Lot Landscaping Requirement	same	

Planning Commission Action: Review Mr. Schmidt’s CPA application. Identify additional information that is needed in order for the Commission to make a recommendation on this request.

III. NEXT STEPS

The Commission will continue to review the Utilities Element and begin to review the Cultural Element at the August 11 regular meeting.



CAPITAL FACILITIES ELEMENT

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INTRODUCTION

What Are *Capital Facilities* and Why Do We Need to Plan for Them?

Capital facilities are all around us. They are the *public facilities* we all use on a daily basis. They are our public streets and sidewalks, our City park and agriculture properties, our public buildings such as City Hall, the library, fire and police stations, our public water systems that bring us pure drinking water, and the sanitary sewer systems that collect our wastewater for treatment and safe disposal. Even if you don't reside within the City, you use *capital facilities* every time you drive, eat, shop, work, or play here.

While a *Capital Facilities Plan (CFP)* does not cover routine maintenance, it does include renovation and major repair or reconstruction of damaged or deteriorating facilities. *Capital facilities* do not usually include furniture and equipment. However, a capital project may include the furniture and equipment clearly associated with a newly constructed or renovated facility.

The planning period for a *CFP* is six years, and capital projects planned within. Expenditures proposed for years one and two of the program are incorporated into the City's Biennial Budget as the Capital Budget.

The *CFP* process is an important ongoing part of the City's overall management process. New information, grant-making and evolving priorities require continual review. Each time the review is carried out, it must be done comprehensively.

All of these facilities should be planned for years in advance to assure they will be available and adequate to serve all who need or desire to utilize them. Such planning involves determining not only where facilities will be needed, but when, and not only how much they will cost, but how they will be paid for. It is important to note that the *CFP* is a planning document that includes timeline estimates based on changing dynamics related to growth projections, project schedules, or other assumptions.

Capital Facilities Plans are required under State law to identify *capital facility* deficiencies needed to serve our existing population, plan for capital facility improvements to meet the needs of our future population, and ensure that local governments have the fiscal capacity to afford to construct and maintain those capital facilities.

The *Capital Facilities Plan* includes summary details of the major capital projects of the City and a financial capacity analysis. As the general purpose government on Bainbridge Island, the City is required to analyze and integrate the *capital facilities plans* from special purpose districts (Schools, Parks, Fire, etc) into its *Capital Facilities Plan*. The City and the special purpose districts continue

1 to work together to integrate their capital planning efforts to provide a more even tax impact and to
 2 prioritize their projects while still providing quality facilities and services for the citizens they serve.
 3 This is consistent with *Guiding Principle #8* and it's supporting policies 8.1, 8.2, 8.4, 8.5, 8.6

5 **Growth Management Act Requires a Capital Facilities Plan**

6 This *Capital Facilities Plan* update has been developed in accordance with the RCW 36.70A.070,
 7 the *Growth Management Act (GMA)*, and WAC 365-196, the Procedural Criteria. This *Capital*
 8 *Facilities Plan*, and other City plans adopted by reference, support the Land Use, Housing, and
 9 Economic by utilizing the same 2036 population and employment forecasts.

10
 11 This *Capital Facilities Plan* is the product of many separate but coordinated planning documents
 12 and planning bodies. Each of the special districts (Schools, Parks, Fire, etc) has its own capital
 13 facilities, strategic plans, and/or budgets. In this *Capital Facilities Plan*, the City adopts these
 14 special district planning documents by reference. The City's adopted operational plans are adopted
 15 by reference in this *Capital Facilities*, including a Island-wide Transportation Plan, Water System
 16 Plan, a Sewer System Plan, a Storm and Surface Water Management Plan, and a Pavement
 17 Management System Plan – each operational plan providing an inventory of existing facilities, an
 18 analysis of deficiencies and future demand, and recommendation for capital improvements.

19
 20 The *GMA* requires that the *Capital Facilities Element* contain a six-year financing plan, known as a
 21 *Capital Improvement Plan (CIP)* that identifies the type and location of expanded or new *capital*
 22 *facilities* and the sources of funding that will used to pay for them.

23 **Relationship of Capital Facilities Plan to the Budget**

24 The *Capital Facilities Plan* and the City's budget serve different but related purposes. The budget
 25 authorizes the amount to be spent during the coming biennium; whereas the *Capital Facilities Plan*
 26 identifies needed capital facilities over a six year period. A requirement of the *Capital Facilities*
 27 *Plan* is that it show how the needed facilities will be paid for during at least a six-year period
 28 (*Capital Improvement Plan*). Because State law requires that no money can be spent on capital
 29 projects which are not shown in the *Capital Facilities Plan*, it is important that the budget not
 30 authorize spending on *capital facilities* not in the Plan.

32 **Concurrency and Levels of Service (LOS)**

33 The *Growth Management Act* requires jurisdictions to have *capital facilities* in place and readily
 34 available when new development occurs. This concept is known as concurrency. Specifically, this
 35 means that:

- 36 1. All public facilities needed to serve new development and/or a growing service area
 37 population must be in place at the time of initial need. If the facilities are not in place, a
 38 financial commitment must have been made to provide the facilities within six years of the
 39 time of the initial need; and

- 1
- 2 2. Such facilities must be of sufficient capacity to serve the service area population and/or new
- 3 development without decreasing service levels below locally established minimum
- 4 standards, known as *levels-of-service*.
- 5

6 *Levels-of-service (LOS)* are usually quantifiable measures of the amount and/or quality of public

7 facilities or services that are provided to the community and are usually expressed as a ratio of

8 amount of service to a selected demand unit. For example, sewer *LOS* is expressed as 100 gallon

9 per capita per day, public school *LOS* may be expressed as the number of square feet available

10 per student or as the number of students per classroom. Police or Fire protection may be

11 expressed as the average response time for emergency calls. Factors that influence local

12 standards are citizen and City Council recommendations, national standards, federal and state

13 mandates, and the standards of neighboring jurisdictions.

14

CAPITAL FACILITIES VISION

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TBD

GOALS AND POLICIES NEW

GOAL CF-1

The Capital Facilities Element and *Capital Improvement Plan (CIP)* provides the public facilities needed to promote orderly compact urban growth, protect and promote public and private investments, maximize use of existing facilities, encourage economic development and redevelopment, increase public well-being and safety, and implement the *Comprehensive Plan*.

Policy CF 1.1

Biennially review, update and amend a six-year *CIP* that:

- a. Is subject to review and adoption by the City Council.
- b. Is consistent with the *Comprehensive Plan*, functional plans and adopted investment priorities.
- c. Defines the scope and location of capital projects or equipment;
- d. States why each project is needed and its relationship to established *levels of service*.
- e. Includes project construction costs, timing, funding sources, and projected operations and maintenance impacts.

Policy CF 1.2

Coordinate with other *capital facilities* service providers to keep each other current, maximize cost savings, and schedule and upgrade facilities efficiently.

Policy CF 1.3

Evaluate and prioritize proposed *capital improvement* projects using the following long- term financial strategy principles and guidelines:

- a. Preserve and maintain physical infrastructure.
- b. Use an asset management approach to the City's capital facilities.
- c. Use unexpected one-time revenues for one-time costs or reserves.
- d. Pursue innovative approaches.
- e. Maintain capacity to respond to emerging community needs.
- f. Address unfunded mandates.
- g. Selectively recover costs.

1 h. Recognize the connection between the operating and capital budgets.

2 i. Utilize partnerships wherever possible.

3 j. Stay faithful to City *goals* over the long run.

4 **Policy CF 1.4**

5 Ensure that capital improvement projects are:

6 a. Financially feasible.

7 b. Consistent with planned growth patterns provided in the *Comprehensive Plan*.

8 c. Consistent with State and Federal law.

9 d. Compatible with plans of state agencies.

10 e. Sustainable within the operating budget.

11 **Policy CF 1.5:** Give priority consideration to projects that:

12 a. Are required to meet State or Federal law.

13 b. Implement the *Comprehensive Plan*.

14 c. Are needed to meet concurrency requirements for growth management.

15 d. Are already initiated and to be completed in subsequent phases.

16 e. Renovate existing facilities to remove deficiencies or allow their full use, preserve the
17 community's prior investment or reduce maintenance and operating costs.

18 f. Replace worn-out or obsolete facilities.

19 g. Are substantially funded through grants or other outside funding.

20 h. Address public hazards.

21 **Policy CF 1.6**

22 Adopt each update of this *Capital Facilities Plan* as part of the *Comprehensive Plan*.

23 **Policy CF 1.7**

24 Recognize the year in which a project is carried out, or the exact amounts of expenditures by year
25 for individual facilities, may vary from that stated in the *Capital Facilities Plan* due to:

26 a. Unanticipated revenues or revenues that become available to the City with conditions about
27 when they may be used,

28 b. Change in the timing of a facility to serve new development that occurs in an earlier or later
29 year than had been anticipated in the *Capital Facilities Plan*,

c. The nature of the *Capital Facilities Plan* as a multi-year planning document. The first year or years of the Plan are consistent with the budget adopted for that financial period. Projections for remaining years in the Plan may be changed before being adopted into a future budget.

GOAL CF-2

As growth occurs, provide the capital facilities needed to direct and serve future development and redevelopment.

Policy CF 2.1

When planning for public facilities, consider expected future economic activity.

Policy CF 2.2

Capital facilities planning is an essential component of subarea planning and promoting development in designated centers.

GOAL CF-3

Prudently manage fiscal resources to provide needed *capital facilities*.

Policy CF 3.1

Ensure a balanced approach to allocating financial resources among: (1) maintaining existing facilities, (2) eliminating existing *capital facility* deficiencies, and (3) providing new or expanding facilities to serve development and encourage redevelopment.

Policy CF 3.2

Use the *CIP* to integrate all of the community’s capital project resources (grants, bonds, city funds, donations, *impact fees*, and any other available funding).

Policy CF 3.3

Allow developers who install infrastructure with excess capacity to use latecomers agreements wherever reasonable.

Policy CF 3.4

Assess the additional operations and maintenance costs associated with acquisition or development of new *capital facilities*. If accommodating these costs places a financial burden on the operating budget, consider adjusting the capital plans.

Policy CF 3.5

Achieve more efficient use of capital funds through joint use of facilities and services by utilizing measures such as interlocal agreements, regional authorities, and negotiated use of privately and publicly owned land.

1 **Policy CF 3.6**

2 Consider potential new revenue sources for funding capital facilities, such as:

- 3 a. Growth-induced tax revenues.
- 4 b. Additional voter-approved revenue.
- 5 c. Impact Fees.
- 6 d. Benefit Districts.
- 7 e. Local Improvement Districts.

8 **Policy CF 3.7**

9 Choose among the following available contingency strategies should the City be faced with capital
10 facility funding shortfalls:

- 11 a. Increase general revenues, rates, or user fees; change funding source(s).
- 12 b. Decrease level of service standards in the Comprehensive Plan and reprioritize projects to
13 focus on those related to concurrency.
- 14 c. Change project scope to decrease the cost of selected facilities or delay construction.
- 15 d. Decrease the demand for the public services or facilities by placing a moratorium on
16 development, developing only in served areas until funding is available, or changing project
17 timing and/or phasing.(bonds);
- 18 e. Use Local Improvement Districts; or sell unneeded City-owned assets.

19 **Policy CF 3.8**

20 Secure grants or private funds, when available, to finance capital facility projects when consistent
21 with the Comprehensive Plan.

22
23 **GOAL CF-4**

24 *Public facilities* constructed on Bainbridge Island meet appropriate safety, construction, durability
25 and *sustainability* standards.

26 **Policy CF 4.1**

27 Adhere to the City’s Engineering Development and Design Standards when constructing utility and
28 transportation related facilities.

29 **Policy CF 4.2**

30 Regularly update the Engineering Development and Design Standards, and ensure that the
31 Standards are consistent with the *Comprehensive Plan*.

32 **Policy CF 4.3**

33 Apply value engineering approaches on major projects in order to efficiently use resources and
34 meet community needs.

CAPITAL FACILITIES INVENTORY & PLANNING

The following is the City's *capital facilities* property inventory. The inventory is organized by category and includes a current inventory of facilities, a narrative providing a general background of the planning activities and some discussion of future plans, and a discussion of *level of service* (LOS), if applicable. Inventories of public roads, water utility, and sewer utility *infrastructure* are found in the following functional plans:

- [Island-wide Transportation Plan](#)
- [City General Sewer Plan](#)
- [City Water System Plan](#)

City Offices, Facilities, and Undeveloped Land

City offices are located at several sites due to space constraints at City Hall. Additional City buildings and facilities provide a variety of functions, including public works operations and house cultural and social services.

Table 1: City Land and Office Facility Inventory

Building and Location	Land Area		Building Area		Owned or Leased	Uses
City Hall 280 Madison Ave. N	1.92	Ac	24,107	Sq Ft	Owned	Administration, Finance, Planning, & Engineering
Police Station-625 Winslow Way E	0.82	Ac	7,000	Sq Ft	Owned	Police
Municipal Court 10255 NE Valley Rd.	NA		2,289	SqFt	Leased	Municipal Court
Subtotal Staff Office Space	2.74	Ac	33,396	SqFt		
Bainbridge Island Commons 223 BJune Ave.	0.38	Ac	4,975	SqFt	Owned	Social Services & Public Meetings
Bainbridge Performing Arts (land only) 200 Madison Ave N	2.45	Ac	NA		Owned	Land leased to BPA for \$1/yr through May, 2081
Public Works Facility 7305 NE Hidden Cove Road	12.62	Ac	22,712	SqFt	Owned	O&M Offices, Shop, and Covered Equipment Storage
Public Works Facility 7305 NE Hidden Cove Road	Included Above		1,524	SqFt	Owned	Covered Storage
Public Works Facility 7305 NE Hidden Cove Road	Included Above		NA		Owned	Fueling Facility
Land with City-owned utilities	15.42	Ac	NA		Owned	Wells, pump stations, etc.
Total	34.68	Ac	67,007	SqFt		

1 **Table 2: City Public Works Facilities Inventory**

Facility	Floor Area		Function
Portable office trailers (3)	2,520	SqFt *	Storage, safety & future parks buildings
Steel shop building	2,400	SqFt	Storage - holds telemetry
PW Facility - Wood Building	100	SqFt	Well house
PW Facility - Shop	7,776	SqFt *	Mechanics Shop / Equipment Maintenance
PW Facility - Covered Equipment Storage	11,520	SqFt *	Covered Equipment Storage
PW Facility - Office Trailer	1,792	SqFt *	O & M Office
Fueling Facility			Vehicle Fueling inside covered equipment storage building
Total	26,108	SqFt	

*These facilities are also counted in the main office inventory above.

2
3 **Table 3: City Undeveloped Land Inventory**

Location / Description	Land Area		Owned or Leased	Uses
High School Rd. near Madison	1.42	Ac	Owned	Proposed surplus property
Head of the Bay	30.77	Ac	Owned	Wellhead protection
Suzuki Property	13.83	Ac	Owned	Potential Surplus property
Salter Property	5.00	Ac	Owned	Transferring to Park District
Johnson Farm	14.51	Ac	Owned	Agricultural/Open space
Suyematsu Farm	15.00	Ac	Owned	Agricultural land
County Gravel Pit ("Lovgren Pit")	15.54	Ac	Owned	Transferring to Park District
Council Site ("Road Shed")	2.00	Ac	Owned	Proposed surplus property
Council Site ("Myers Pit")	6.00	Ac	Owned	Proposed surplus property
Vincent Road Landfill	34.15	Ac	Owned	Public Works Facility/open space
Manitou Property less tidelands	1.36	Ac	Owned	Open space
M & E Tree Farm	13.00	Ac	Owned	Open space/Agricultural
Morales Property	4.74	Ac	Owned	Agricultural land
Crawford Property	2.30	Ac	Owned	Agricultural land
Ft. Ward Estates - 5 lots	1.61	Ac	Owned	Transferring to Park District
Ft. Ward Parade Ground - 2 lots	0.28	Ac	Owned	Transferring to Park District
Lost Valley Trail	8.06	Ac	Owned	Open space
Blossom - Sullivan Road	3.32	Ac	Owned	Transferring to Park District
Waypoint Park	1.03	Ac	Owned	Open space
Strawberry Plant	4.20	Ac	Owned	Shoreline restoration and park
Bentryn Property	11.50	Ac	Owned	Agricultural land
Pritchard Park Phase II - East	27.18	Ac	Owned	Shoreline restoration and park
Meigs Farm (Cool) & Lowery	24.85	Ac	Owned	Transferring to Park District
Misc. unimproved land	2.24	Ac	Owned	No use specified
Total	245.06	Ac		

Location / Description	Land Area	Owned or Leased	Uses
Open Space & Future Park Land Included Above:		138.46	Acres

1 Parks & Trails

2 Most of the parks and trails on Bainbridge Island are owned and managed by the Bainbridge Island
3 Metropolitan Park and Recreation District. The City has a few parks which are generally
4 maintained (with the exception of Waterfront Park) by the Park District under contract to the City.
5 During the past several years, the City has acquired or helped the Park District acquire a large
6 amount of *open space* and park lands. A number of these parcels are being transferred to the
7 Park District based on Resolution Number 2011-16. The City adopts by reference the [2014-2020](#)
8 [Bainbridge Island Park and Recreation District Comprehensive Plan](#) (and any subsequent update),
9 which establishes *levels of service* for park and recreation facilities for the Island as summarized
10 below.
11

12 Transportation Facilities (Roads, Bike Lanes, Sidewalks, Trails)

13 Of the many types of *capital facilities* that are constructed, operated and maintained by the City,
14 the most familiar to citizens are the transportation facilities. Where there are facility needs that
15 involve SR305 or the ferries, the Washington State Department of Transportation assumes the
16 costs. Kitsap Transit pays for facilities that support transit service.
17

18 A complete inventory of the Island's transportation facilities is contained in the [Island-wide](#)
19 [Transportation Plan](#). A summary of those facilities follows:
20

21 Drinking Water

22 Domestic drinking water is supplied by the City of Bainbridge Island, Kitsap County P.U.D. No. 1,
23 numerous smaller public water systems (2 or more hookups), and over 1,000 private single-
24 dwelling wells.
25

26 The *levels of service* for water systems on Bainbridge Island are the minimum design standards
27 and performance specifications provided in the [2005 Kitsap County Coordinated Water System](#)
28 [Plan](#). Fire flow requirements are regularly updated by the City, in coordination with the Bainbridge
29 Island Fire Department, most recently adopted by Ordinance 2016-13 98-30 and Resolution 98-34
30 and are tiered based on zoning and type of construction. Residences can satisfy deficiencies by
31 installing individual sprinkler systems. Levels of service for the City water system are identified in
32 the [City Water System Plan Update](#).
33

The Kitsap Public Health District records indicate approximately 170 water systems on the Island that have 2 or more households connected. The number of Group A & B systems are listed below and following is a summary of systems with more than 100 connections.

Table 4: Group A & B Water Systems

Group A systems (15 or more connections)	39
Group B systems (under 15 connections)	145

Table 5: Waters Systems with over 100 Connections (2016)

System	# Connections	Capacity		Storage
		(ERU)	(MGD)	Volumes (gal.)
PUD #1 Island Utility (Eagledale)	197	455	0.43	400,000
PUD #1 North Island	1767	2,028	0.365	825,105
PUD #1 Fletcher Bay	102	Unspec	Unspec	0
Meadowmeer (MWSA)	306	335	.45	225,000
PUD #1 South Bainbridge	1,241	1,416	0.90	807,000
Winslow (City)	2,428	Unspec	Unspec	2,800,000
Total	6,041	Unspec	Unspec	5,107,105

Most existing water systems were established under state and local guidelines and generally provide high quality water at an adequate pressure and flow rate for residential use. However, because of the number of systems on the Island, it must be concluded that there are systems that may not be in compliance with Department of Health water quality requirements and may not meet minimum requirements of pressure and reliability. It is also concluded that most of the smaller systems have poor or nonexistent fire protection designed into their systems due to the cost of providing large diameter pipes and storage tanks.

Winslow Water System

The Winslow Water System is owned and operated by the City of Bainbridge Island under the direction and control of the Department of Public Works. It serves an area similar to the historic Winslow city limits plus Fletcher Bay and Rockaway Beach. The system gets all of its water from the eleven wells owned by the City as noted below. Water is pumped into the distribution system both directly from the well pumps and by booster pump stations. A detailed inventory and capacity analysis is provided in the [City of Bainbridge Island Water System Plan](#), which was accepted by the City Council in 2016.

1 **Sanitary Sewage Disposal**

2 The City of Bainbridge Island provides for the collection, treatment, and disposal of effluent in the
 3 Winslow service area. The Kitsap County Sewer District #7 treatment plant north of Fort Ward
 4 Park serving customers within the District's service area in Fort Ward and the City's sewer service
 5 areas in the Emerald Heights, Point White, North Pleasant Beach, and Rockaway Beach
 6 neighborhoods and Blakely School. All other residents not within the service areas of the above
 7 districts rely upon on-site septic systems that require approval from the Kitsap Public Health
 8 District.

9
 10 *Levels of service* for wastewater treatment systems are typically expressed as the number of
 11 gallons of flow per capita per day and the level of treatment provided by the treatment plant. The
 12 current and proposed level of service for the Winslow service area follow the Department of
 13 Ecology guidelines of 100 gallons per capita per day (flow) and secondary treatment. In areas not
 14 served by treatment plants, on-site septic systems must be built to Kitsap Public Health District
 15 standards that consider combinations of lot size, soil type, infiltration capacity, depth to hardpan,
 16 and proximity to surface water among others.

17
 18 The Winslow sanitary sewer system consists of two separate parts: the collection system, and the
 19 treatment plant. The City completed the update to the [General Sewer Plan](#) in 2015. The updated
 20 plan documents the inventory of the existing system and needs for new facilities and replacement
 21 or upgrading existing facilities during the coming decade.

23 **Surface & Storm Water Management**

24 In the Winslow urban area and a few smaller areas, stormwater is managed by a combination of
 25 piped collectors, roadside ditches and natural stream channels. All other watersheds and sub-
 26 basins on the Island are drained by natural streams and roadside ditches only. The existing
 27 natural drainage system consists of wetlands, streams, springs, ditches, and culverts crossing
 28 roadways and is labor intensive to maintain. Surface and storm water is managed by the City as a
 29 utility. [Ongoing system evaluation are used to identify capital projects](#). In addition, the City places
 30 priority on the improvement and restoration of natural stream channels, particularly undersized or
 31 perched culverts, for the improvement of fish passage and fish habitat.

CITY FUNCTIONAL PLANS ADOPTED BY REFERENCE

In planning for future *capital facilities*, several factors have to be considered. Many are unique to the type of facility being planned. The process used to determine the location of a new water line is very different from the process used to determine the location of a new bike lane. Many sources of financing can only be used for certain types of projects. Therefore, this Capital Facilities Element and Plan is actually the product of many separate but coordinated functional planning documents, each focusing on a specific type of facility. These plans utilize the same year 2036 population forecast that the Land Use Element of this *Comprehensive Plan* accommodates. These functional plans are therefore adopted by referenced. They are listed (and hyperlinked) below.

- [Island-wide Transportation Plan](#)
- [City General Sewer Plan](#)
- [City Water System Plan](#)

OTHER AGENCY PLANS ADOPTED BY REFERENCE

In addition to planning for capital facilities and projects such as public buildings, bike lanes and sewer infrastructure, the GMA requires that jurisdictions plan public capital projects, such as for parks, fire and schools. The City has several special districts that serve the entire Island (e.g. B.I. Fire Department) and some that serve certain geographical areas, but not the entire Island (e.g. Kitsap County Sewer District 7). The City coordinates with these other special districts to ensure that they are using the same land use designations and population forecasts. These special district plans are therefore adopted by reference. They are listed (and hyperlinked) below.

- [Bainbridge Island Municipal Parks & Recreation District 2014 Comprehensive Plan](#)
- [Bainbridge Island School District 2014-2020 Capital Facilities Plan](#)
- [Bainbridge Island Fire Department 2013-2022 Strategic Plan](#)
- [Kitsap Public Utility District 2011 Comprehensive Plan](#)
- [Kitsap County Sewer District #7](#)
- [Kitsap Regional Library Vision 2020 Strategic Plan](#)

SIX-YEAR CAPITAL IMPROVEMENT PLAN

The [Six-Year Financial Capacity Analysis and Capital Improvement Plan \(CIP\)](#) for the City of Bainbridge Island is updated each year as part of the City's biennial budget process. This CIP list shows the anticipated expense and timing of each project and contains a project description, if available and *level of service (LOS)* deficiency analysis. The CIP lists for the special districts on Bainbridge Island are adopted by reference. The City conducts a financial capacity analysis in order to evaluate the City's ability to fund capital expenditures along with general operations. The financial capacity analysis is integrated into the [CIP](#).

CAPITAL FACILITIES IMPLEMENTATION

To implement the goals and policies in this Element, the City must take a number of actions, including adopting or amending regulations, creating partnerships and educational programs, and staffing or other budgetary decisions. Listed following each action are several of the comprehensive plans policies that support that action.

HIGH PRIORITY ACTIONS

Action #1. Implement the priorities in the Capital Facilities Element through the adopted Capital Improvement Program

GOAL CF-1 The Capital Facilities Element and Capital Improvement Plan (CIP) provides the public facilities needed to promote orderly compact urban growth, protect investments, maximize use of existing facilities, encourage economic development and redevelopment, promote private investment, increase public wellbeing and safety, and implement the Comprehensive Plan.

Policy CF 1.1

Biennially review, update and amend a six-year Capital Improvement Program that:

- a. Is subject to review and adoption by the City Council.
- b. Is consistent with the Comprehensive Plan, master plans and adopted investment strategies.
- c. Defines the scope and location of capital projects or equipment;
- d. States why each project is needed and its relationship to established levels of service.

1 e. Includes project construction costs, timing, funding sources, and projected operations and
2 maintenance impacts.

3
4 **Action #2. Coordinate the City’s plans and capital investment programs with those of other**
5 **jurisdictions responsible for providing and maintaining capital facilities on the Island.**

6 **Policy CF 1.2** Coordinate with other capital facilities service providers to keep each other
7 current, maximize cost savings, and schedule and upgrade facilities efficiently.

8
9 **GOAL CF-2** As growth occurs, provide the capital facilities needed to direct and serve future
10 development and redevelopment.

11
12 **MEDIUM PRIORITY ACTIONS**

13 **Action #1. During the review of the Land Use Code, identify and adopt amendments that**
14 **will facilitate achieving the objectives of both the City and the utility service providers.**

15
16 **GOAL CF-4** Public facilities constructed on Bainbridge Island meet appropriate safety,
17 construction, durability and sustainability standards.

18
19 **Policy CF 4.2** Regularly update the Engineering Development and Design Standards, and
20 ensure that the Standards are consistent with the Comprehensive Plan.
21

CAPITAL FACILITIES ELEMENT

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INTRODUCTION

What Are Capital Facilities and Why Do We Need to Plan for Them?

Capital facilities are all around us. They are the public facilities we all use on a daily basis. They are our public streets and sidewalks, our City park and agriculture properties, our public buildings such as City Hall, the library, fire and polices stations, our public water systems that bring us pure drinking water, and the sanitary sewer systems that collect our wastewater for treatment and safe disposal. Even if you don't reside within the City, you use capital facilities every time you drive, eat, shop, work, or play here.

While a Capital Facilities Plan (CFP) does not cover routine maintenance, it does include renovation and major repair or reconstruction of damaged or deteriorating facilities. Capital facilities do not usually include furniture and equipment. However, a capital project may include the furniture and equipment clearly associated with a newly constructed or renovated facility.

The planning period for a CFP is six years, and capital projects planned within . Expenditures proposed for years one and two of the program are incorporated into the City's Biennial Budget as the Capital Budget.

The CFP process is an important ongoing part of the City's overall management process. New information, grant-making and evolving priorities require continual review. Each time the review is carried out, it must be done comprehensively.

All of these facilities should be planned for years in advance to assure they will be available and adequate to serve all who need or desire to utilize them. Such planning involves determining not only where facilities will be needed, but when, and not only how much they will cost, but how they will be paid for. It is important to note that the CFP is a planning document that includes timeline estimates based on changing dynamics related to growth projections, project schedules, or other assumptions.

Capital Facilities Plans (CFPs) are required under State law to identify capital facility deficiencies needed to serve our existing population, plan for capital facility improvements to meet the needs of our future population, and ensure that local governments have the fiscal capacity to afford to construct and maintain those capital facilities. ~~The 2015 CFP update includes an inventory of existing facilities, a 20-year forecast of capital facility needs, and a 6-year Capital Improvement Plan (CIP) for the years 2015-2020.~~

The Capital Facilities Plan includes summary details of the major capital projects of the City and a financial capacity analysis. As the general purpose government on Bainbridge Island, the City is required to analyze and integrate the capital facilities plans from special purpose districts (Schools, Parks, Fire, etc) into its Capital Facilities Plan. The City and the special purpose districts continue to work together to integrate their capital planning efforts to provide a more even tax impact and to prioritize their projects while still providing quality facilities and services for the citizens they serve. This is consistent with Guiding Principle #8 and it's supporting policies 8.1, 8.2, 8.4, 8.5, 8.6 and 8.7 ~~Goal 6 of the Framework~~ of the Comprehensive Plan:

~~All government entities strive to cooperate and serve their constituents in a fiscally sound manner; and Policy CF1.10 of the Capital Facilities Element: The City shall coordinate with other public entities which provide public services within the City to ensure that the Capital Facilities Plans of each of these entities are consistent with the City's Comprehensive Plan.~~

Growth Management Act Requires a Capital Facilities Plan

This Capital Facilities Plan update has been developed in accordance with the RCW 36.70A.070, the Growth Management Act (GMA), and WAC 365-196, the Procedural Criteria. This Capital Facilities Plan, and other City plans adopted by reference, support the Land Use, Housing, and Economic by utilizing the same 2036 population and employment forecasts. It begins with a short review of some of the concepts behind the Capital Facilities Plan.

This Capital Facilities Plan is the product of many separate but coordinated planning documents and planning bodies. Each of the special districts (Schools, Parks, Fire, etc) has its own capital facilities, ~~or~~ strategic plans, and/or budgets. In this Capital Facilities Plan, the City adopts these special district planning documents by reference, which are attached as appendices to this document. The City's Comprehensive Plan has various elements that relate land use, and population growth, management to water resources and transportation., which in turn have various ~~The City's adopted operational plans are adopted by reference in this Capital Facilities,~~ including a ~~Non-Motorized~~ Island-wide Transportation Plan, Water System Plan, a Sewer System Plan, a Storm and Surface Water Management Plan, and a Pavement Management System Plan – each operational plan providing an inventory of existing facilities, an analysis of deficiencies and future demand, and recommendation for capital improvements.

~~Most facilities must be planned for years in advance, which means determining not only when a facility will be needed but how it will be financed. For facilities that are projected for four to six years in the future, capital costs are more estimates than actual. As the time for construction nears, actual costs are narrowed as design and engineering are completed. It is important to remember that capital facilities planning is not a once a year or once every two years effort, but an ongoing process requiring continual review as new information becomes available, conditions change, and priorities evolve.~~

The GMA requires that the Capital Facilities Element contain a six-year financing plan, known as a Capital Improvement Plan (CIP) that identifies the type and location of expanded or new capital facilities and the sources of funding that will used to pay for them. ~~There are two questions that must be satisfactorily answered:~~

- ~~1) What is the quantity of the public facilities that will be required during the next six years? (identified in the inventory and needs analysis);~~
- ~~2) Is it financially feasible to provide the quantity of facilities that are required? (do we now, or will we, have the money to pay for them?)~~

~~Dependable revenue sources must be identified that equal or exceed the anticipated costs. If the costs exceed the revenue, the local government must reduce its level of service, reduce its costs (or increase revenue), or modify the land use element of its Comprehensive Plan to bring future development into balance with available or affordable facilities and services. This plan will examine each type of facility separately. The costs of all the facilities will then be added~~

1 together in order to determine the financial feasibility of the plan. The Capital Facilities Plan is
 2 intended to be a planning document. It, therefore, does not contain the level of detail that the
 3 annual budget must contain. Some costs in the plan are estimated in order to give citizens a
 4 general idea of how much certain types of projects or facilities may cost.

5 **Relationship of Capital Facilities Plan to the Budget**

6 The Capital Facilities Plan and the City's budget serve different but related purposes. The budget
 7 authorizes the amount to be spent during the coming biennium; whereas the Capital Facilities
 8 Plan identifies needed capital facilities over a six year period. A requirement of the Capital
 9 Facilities Plan is that it show how the needed facilities will be paid for during at least a six-year
 10 period (Capital Improvement Plan). Because State law requires that no money can be spent on
 11 capital projects which are not shown in the Capital Facilities Plan, it is important that the budget
 12 not authorize spending on capital facilities not in the Plan.

13 **What is a Capital Facility?**

14 Capital facilities are those public facilities, including utilities, which are necessary for a
 15 government to carry out its functions to provide services to its citizens. Examples are roads,
 16 public buildings, schools, parks, water and sewer systems, fire protection and police protection
 17 facilities, and libraries. Often the entire collection of these facilities is referred to as
 18 infrastructure. Studies or plans (e.g. transportation studies) are not capital facilities and are not
 19 included in the Capital Facilities Plan.

20
 21 There are several categories of capital projects and a key distinction is whether new or expanded
 22 facilities will serve existing residents or future population growth. Projects may also be
 23 proposed to maintain or repair existing capital facilities (cure deficiencies). The categories are as
 24 follows and will be used to identify specific projects proposed in the Plan:

25
 26 (M) Major maintenance, repair, renovation, or replacement of an existing facility that
 27 do not add additional capacity.

28 (E) New facilities or improvements to existing facilities that provide added capacity to
 29 serve the existing population.

30 (N) New facilities or improvements to existing facilities that are built primarily to
 31 provide added capacity to serve future population or employment growth.

32 **How are Capital Facility Projects Identified?**

33 Capital facility projects are generally identified from a planning process for a particular type of
 34 facility (e.g. roads, sewer, water, schools, parks, etc) that includes an inventory of existing
 35 facilities, an analysis of existing and future demand for service, an analysis of existing or
 36 anticipated deficiencies in service (often based on adopted levels of service), and maintenance
 37 needs. This planning process is typically incorporated into a local government's Comprehensive
 38 Plan or a specific system plan which is then adopted as part of a Comprehensive Plan.

39 40 **Concurrency and Levels of Service (LOS)**

1 The Growth Management Act requires jurisdictions to have capital facilities in place and readily
2 available when new development occurs. This concept is known as concurrency. Specifically,
3 this means that:

- 4 1. All public facilities needed to serve new development and/or a growing service area
5 population must be in place at the time of initial need. If the facilities are not in place, a
6 financial commitment must have been made to provide the facilities within six years of
7 the time of the initial need; and
- 8
- 9 2. Such facilities must be of sufficient capacity to serve the service area population and/or
10 new development without decreasing service levels below locally established minimum
11 standards, known as levels-of-service.

12
13 Levels-of-service (LOS) are usually quantifiable measures of the amount and/or quality of
14 public facilities or services that are provided to the community and are usually expressed as a
15 ratio of amount of service to a selected demand unit. For example, sewer LOS is expressed
16 as 100 gallon per capita per day, public school LOS may be expressed as the number of
17 square feet available per student or as the number of students per classroom. Police or Fire
18 protection may be expressed as the average response time for emergency calls. ~~Parks LOS is~~
19 ~~often expressed as the number of acres of park per 1,000 population.~~ Factors that influence
20 local standards are citizen and City Council recommendations, national standards, federal
21 and state mandates, and the standards of neighboring jurisdictions. ~~Once the level of service~~
22 ~~is decided upon it can then be determined what capital improvements are necessary to 1) cure~~
23 ~~any existing deficiencies, and 2) maintain that level as the community grows.~~

24 **Prioritizing Capital Projects**

25 ~~Since it is unlikely that there is adequate money and resources to implement every capital project~~
26 ~~in a one-year period, the City goes through a process to prioritize capital projects. The City uses~~
27 ~~a combination of criteria to prioritize and rank projects that are proposed in a Six-Year Capital~~
28 ~~Improvement Project (CIP) list, including consistency with the City's Comprehensive Plan,~~
29 ~~level of service deficiency, financial capacity, budgetary policies, and community need. A~~
30 ~~recommended Capital Facilities Plan is presented to the City Council for consideration and~~
31 ~~adoption. Public outreach and participation is integrated throughout this process.~~

32
33 **CAPITAL FACILITIES VISION NEW SECTION**
34
35

GOALS AND POLICIES NEW SECTION

GOAL CF-1

The Capital Facilities Element and Capital Improvement Plan (CIP) provides the public facilities needed to promote orderly compact urban growth, protect and promote public and private investments, maximize use of existing facilities, encourage economic development and redevelopment, increase public well-being and safety, and implement the Comprehensive Plan.

Policy CF 1.1

Biennially review, update and amend a six-year CIP that:

- a. Is subject to review and adoption by the City Council.
- b. Is consistent with the Comprehensive Plan, functional plans and adopted investment priorities.
- c. Defines the scope and location of capital projects or equipment;
- d. States why each project is needed and its relationship to established levels of service.
- e. Includes project construction costs, timing, funding sources, and projected operations and maintenance impacts.

Policy CF 1.2

Coordinate with other capital facilities service providers to keep each other current, maximize cost savings, and schedule and upgrade facilities efficiently.

Policy CF 1.3

Evaluate and prioritize proposed capital improvement projects using the following long-term financial strategy principles and guidelines:

- a. Preserve and maintain physical infrastructure.
- b. Use an asset management approach to the City's capital facilities.
- c. Use unexpected one-time revenues for one-time costs or reserves.
- d. Pursue innovative approaches.
- e. Maintain capacity to respond to emerging community needs.
- f. Address unfunded mandates.
- g. Selectively recover costs.
- h. Recognize the connection between the operating and capital budgets.
- i. Utilize partnerships wherever possible.
- j. Stay faithful to City goals over the long run.

1 **Policy CF 1.4**

2 Ensure that capital improvement projects are:

- 3 a. Financially feasible.
- 4 b. Consistent with planned growth patterns provided in the Comprehensive Plan.
- 5 c. Consistent with State and Federal law.
- 6 d. Compatible with plans of state agencies.
- 7 e. Sustainable within the operating budget.

8 **Policy CF 1.5: Give priority consideration to projects that:**

- 9 a. Are required to meet State or Federal law.
- 10 b. Implement the Comprehensive Plan.
- 11 c. Are needed to meet concurrency requirements for growth management.
- 12 d. Are already initiated and to be completed in subsequent phases.
- 13 e. Renovate existing facilities to remove deficiencies or allow their full use, preserve
- 14 the community's prior investment or reduce maintenance and operating costs.
- 15 f. Replace worn-out or obsolete facilities.
- 16 g. Are substantially funded through grants or other outside funding.
- 17 h. Address public hazards.

18 **Policy CF 1.6**

19 Adopt each update of this Capital Facilities Plan as part of the Comprehensive Plan.

20 **Policy CF 1.7**

21 Recognize the year in which a project is carried out, or the exact amounts of

22 expenditures by year for individual facilities, may vary from that stated in the Capital

23 Facilities Plan due to:

- 24 a. Unanticipated revenues or revenues that become available to the City with
- 25 conditions about when they may be used,
- 26 b. Change in the timing of a facility to serve new development that occurs in an
- 27 earlier or later year than had been anticipated in the Capital Facilities Plan,
- 28 c. The nature of the Capital Facilities Plan as a multi-year planning document. The
- 29 first year or years of the Plan are consistent with the budget adopted for that
- 30 financial period. Projections for remaining years in the Plan may be changed
- 31 before being adopted into a future budget.

32 **GOAL CF-2**

33 As growth occurs, provide the capital facilities needed to direct and serve future

34 development and redevelopment.

1 **Policy CF 2.1**

2 When planning for public facilities, consider expected future economic activity.

4 **Policy CF 2.2**

5 Capital facilities planning is an essential component of subarea planning and promoting
6 development in designated centers.

8 **GOAL CF-3**

9 Prudently manage fiscal resources to provide needed capital facilities.

11 **Policy CF 3.1**

12 Ensure a balanced approach to allocating financial resources among: (1) maintaining
13 existing facilities, (2) eliminating existing capital facility deficiencies, and (3) providing
14 new or expanding facilities to serve development and encourage redevelopment.

15 **Policy CF 3.2**

16 Use the CIP to integrate all of the community’s capital project resources (grants, bonds,
17 city funds, donations, impact fees, and any other available funding).

18 **Policy CF 3.3**

19 Allow developers who install infrastructure with excess capacity to use latecomers
20 agreements wherever reasonable.

21 **Policy CF 3.4**

22 Assess the additional operations and maintenance costs associated with acquisition or
23 development of new capital facilities. If accommodating these costs places a financial
24 burden on the operating budget, consider adjusting the capital plans.

25 **Policy CF 3.5**

26 Achieve more efficient use of capital funds through joint use of facilities and services by
27 utilizing measures such as interlocal agreements, regional authorities, and negotiated
28 use of privately and publicly owned land.

29 **Policy CF 3.6**

30 Consider potential new revenue sources for funding capital facilities, such as:

- 31 a. Growth-induced tax revenues.
- 32 b. Additional voter-approved revenue.
- 33 c. Impact Fees.
- 34 d. Benefit Districts.
- 35 e. Local Improvement Districts.

36 **Policy CF 3.7**

37 Choose among the following available contingency strategies should the City be faced
38 with capital facility funding shortfalls:

- 1 a. Increase general revenues, rates, or user fees; change funding source(s).
- 2 b. Decrease level of service standards in the Comprehensive Plan and reprioritize
- 3 projects to focus on those related to concurrency.
- 4 c. Change project scope to decrease the cost of selected facilities or delay
- 5 construction.
- 6 d. Decrease the demand for the public services or facilities by placing a moratorium
- 7 on development, developing only in served areas until funding is available, or
- 8 changing project timing and/or phasing.(bonds);
- 9 e. Use Local Improvement Districts; or sell unneeded City-owned assets.

10 **Policy CF 3.8**

11 Secure grants or private funds, when available, to finance capital facility projects when

12 consistent with the Comprehensive Plan.

13

14 **GOAL CF-4**

15 Public facilities constructed on Bainbridge Island meet appropriate safety, construction,

16 durability and sustainability standards.

17 **Policy CF 4.1**

18 Adhere to the City’s Engineering Development and Design Standards when

19 constructing utility and transportation related facilities.

20 **Policy CF 4.2**

21 Regularly update the Engineering Development and Design Standards, and ensure that

22 the Standards are consistent with the Comprehensive Plan.

23 **Policy CF 4.3**

24 Apply value engineering approaches on major projects in order to efficiently use

25 resources and meet community needs.

26

27

28 **CAPITAL FACILITIES INVENTORY & PLANNING**

29 The following is the City's capital facilities property inventory. The inventory is organized by

30 category and includes a current inventory of facilities, a narrative providing a general

31 background of the planning activities and some discussion of future plans, and a discussion of

32 level of service (LOS), if applicable. Inventories of public roads, water utility, and sewer utility

33 infrastructure are found in the following functional plans:

- 34
- 35 • [Island-wide Transportation Plan](#)
- 36 • [City General Sewer Plan](#)
- 37 • [City Water System Plan](#)

38 **City Offices, Facilities, & Undeveloped Land**

39 City offices are located at several sites due to space constraints at City Hall. Additional City

40 buildings and facilities provide a variety of functions, including public works operations and

1 house cultural and social services. ~~In recent years, the City has also led an extensive effort to~~
 2 ~~purchase open space and agricultural lands throughout the Island with revenue generated from an~~
 3 ~~\$8 million bond approved by voters in 2001.~~

4
5 **Table 1: City Land and Office Facility Inventory**

Building and Location	Land Area		Building Area		Owned or Leased	Uses
City Hall 280 Madison Ave. N	1.92	Ac	24,107	Sq Ft	Owned	Administration, Finance, Planning, & Engineering
Police Station- 625 Winslow Way E	0.82	Ac	7,000	Sq Ft	Owned	Police
Municipal Court 10255 NE Valley Rd.	NA		2,289	SqFt	Leased	Municipal Court
Subtotal Staff Office Space	2.74	Ac	33,396	SqFt		
Bainbridge Island Commons 223 Bjune Ave.	0.38	Ac	4,975	SqFt	Owned	Social Services & Public Meetings Under renovation in 2012
Bainbridge Performing Arts (land only) 200 Madison Ave. N	2.45	Ac	NA		Owned	Land leased to BPA for \$1/yr through May, 2081
Public Works Facility 7305 NE Hidden Cove Road	12.62	Ac	22,712	SqFt	Owned	O&M Offices, Shop, and Covered Equipment Storage
Public Works Facility 7305 NE Hidden Cove Road	Included Above		1,524	SqFt	Owned	Covered Storage
Public Works Facility 7305 NE Hidden Cove Road	Included Above		NA		Owned	Fueling Facility
Land with City-owned utilities	15.42	Ac	NA		Owned	Wells, pump stations, etc.
Total	34.68	Ac	67,007	SqFt		

6
7 **Table 2: City Public Works Facilities Inventory**

Facility	Floor Area		Function
Portable office trailers (43)	2,520	SqFt *	Storage, safety & future parks buildings
Steel shop building	2,400	SqFt	Storage - holds telemetry
PW Facility - Wood Building	100	SqFt	Well house
PW Facility - Shop	7,776	SqFt *	Mechanics Shop / Equipment Maintenance
PW Facility - Covered Equipment Storage	11,520	SqFt *	Covered Equipment Storage
PW Facility - Office Trailer	1,792	SqFt *	O & M Office
Fueling Facility			Vehicle Fueling inside covered equipment storage building
Total	26,108	SqFt	

*These facilities are also counted in the main office inventory above.

1 **Table 3: City Undeveloped Land Inventory**

Location / Description	Land Area		Owned or Leased	Uses
High School Rd. near Madison	1.42	Ac	Owned	proposed surplus property
Head of the Bay	30.77	Ac	Owned	Wellhead protection
Lumpkin Property	41.00	Ac	Owned	Transferring to Park District Transferred
Suzuki Property	13.83	Ac	Owned	Potential Surplus property
Salter Property	5.00	Ac	Owned	Transferring to Park District
Johnson Farm	14.51	Ac	Owned	Agricultural/Open space
Suyematsu Farm	15.00	Ac	Owned	Agricultural land
County Gravel Pit ("Lovgren Pit")	15.54	Ac	Owned	Transferring to Park District
Council Site ("Road Shed")	2.00	Ac	Owned	Proposed surplus property
Council Site ("Myers Pit")	6.00	Ac	Owned	Proposed surplus property
Vincent Road Landfill	34.15	Ac	Owned	Public Works Facility/open space
Manitou Property less tidelands	1.36	Ac	Owned	Open space
M & E Tree Farm	13.00	Ac	Owned	Open space/Agricultural
Morales Property	4.74	Ac	Owned	Agricultural land
Crawford Property	2.30	Ac	Owned	Agricultural land
Ft. Ward Estates - 5 lots	1.61	Ac	Owned	Transferring to Park District
Ft. Ward Parade Ground - 2 lots	0.28	Ac	Owned	Transferring to Park District
Lost Valley Trail	8.06	Ac	Owned	Open space
Blossom - Sullivan Road	3.32	Ac	Owned	Transferring to Park District
Waypoint Park	1.03	Ac	Owned	Open space
Strawberry Plant	4.20	Ac	Owned	Shoreline restoration and park
Bentryn Property	11.50	Ac	Owned	Agricultural land
Pritchard Park Phase II - East	27.18	Ac	Owned	Shoreline restoration and park
Meigs Farm (Cool) & Lowery	24.85	Ac	Owned	Transferring to Park District
Misc. unimproved land	2.24	Ac	Owned	No use specified
Total	256.06 245.06	Ac		
Open Space & Future Park Land Included Above:			149.46 138.46	Acres

2 **Parks & Trails**

3 Most of the parks and trails on Bainbridge Island are owned and managed by the Bainbridge
4 Island Metropolitan Park and Recreation District. The City has a few parks which are generally
5 maintained (with the exception of Waterfront Park) by the Park District under contract to the
6 City. During the past several years, the City has acquired or helped the Park District acquire a
7 large amount of open space and park lands. A number of these parcels are being transferred to
8 the Park District based on Resolution Number 2011-16. The City ~~adopts by reference has~~
9 ~~adopted~~ the [2014-2020 Bainbridge Island Park and Recreation District Comprehensive Plan](#) (and
10 any subsequent update), which establishes levels of service for park and recreation facilities for
11 the Island as summarized below. ~~Note on columns: NRPA is National Park & Recreation~~
12 ~~Association; RCO is Washington State Recreation & Conservation Office (formerly the~~
13 ~~Interagency for Outdoor Recreation); BIP& R is property and facilities owned by the Park and~~

1 Recreation District; All is all properties and facilities on Bainbridge Island; Recommend is the
 2 recommended additional properties and facilities included in the plan.
 3

4 **Table 4: Park Facility Levels of Service** **RECOMMEND DELETING TABLE 4 & 5: This**
 5 **information is in BIMPRD Plan**

	NPRA	RCO	BI-P&R	All	Reemmd.
Aeres of Park Land			1413	2506	310
—Ratio per Thousand Population	34.45		62.5	110.9	95.48
Waterfront— Freshwater			1	1	0
—Ratio per Thousand Population			0.04	0.04	0.03
Waterfront— Saltwater			15	20	0
—Ratio per Thousand Population			0.66	0.88	0.68
Kayaking and Canoeing Launch Sites			4	4	7
—Ratio per Thousand Population			0.18	0.18	0.37
Boat ramps— saltwater			1	2	0
—Ratio per Thousand Population		1.77	0.04	0.09	0.17
Picnic Tables			54	151	106
—Ratio per Thousand Population			2.39	6.68	8.71
Picnic Shelters			7	10	8
—Ratio per Thousand Population			0.31	0.44	0.61
Multipurpose bike and hike trails (miles)			18.7	20.6	20.7
—Ratio per Thousand Population	0.50	0.13	0.83	0.91	1.40
Beach Trail (miles)			1.5	2.6	20.7
—Ratio per Thousand Population			0.07	0.12	0.79
Hiking trail (miles)			28.5	34.7	28.1
—Ratio per Thousand Population	0.50	0.14	1.26	1.54	2.13
Off leach dog parks			1	1	4
—Ratio per Thousand Population			0.04	0.04	0.17
Playgrounds			8	15	10
—Ratio per Thousand Population		0.53	0.35	0.67	0.85
Skateboard courts			1	1	9
—Ratio per Thousand Population			0.04	0.04	0.34
Outdoor Basketball Courts			2.5	9.5	12.0
—Ratio per Thousand Population	0.30	0.09	0.11	0.42	0.73
Tennis Courts			5	16	6
—Ratio per Thousand Population	0.50	0.22	0.22	0.71	0.75
Soccer Fields— Youth			3	7	0
—Ratio per Thousand Population			0.13	0.31	0.24
Soccer Fields— Adult			2	4	0
—Ratio per Thousand Population	0.10	0.29	0.09	0.18	0.14
Baseball/softball fields— youth			6	10	0
—Ratio per Thousand Population			0.27	0.44	0.34
Baseball/softball fields— youth			5	6	0
—Ratio per Thousand Population	0.40	0.49	0.22	0.26	0.20
Swimming Pool— sq feet			9400	16400	0
—Ratio per Thousand Population	0.05	503	416	725	546
Indoor Recreation Centers (Gymnasium) sq ft			11000	70000	15000
—Ratio per Thousand Population			487	3097	2881
Indoor Ree Centers (physical conditioning) Sq Feet			11000	34200	2400
—Ratio per Thousand Population			487	1513	1240
Teen Center— sq feet			3000	3000	8000

—Ratio per Thousand Population			133	133	373
Senior Center—sq feet			4800	4800	12000
—Ratio per Thousand Population			212	212	570
Golf Courses—holes			0	27	0
—Ratio per Thousand Population	0.13	0.43		1.19	0.92
Golf Driving Ranges			0	2	0
—Ratio per Thousand Population				0.09	0.07

1
2

Table 5: Parks & Trails Inventory

— Park Site	Owner	Facilities	Size (Acres)
<i>Resource Conservancy :</i>			
—Meigs Park	Park District	None as yet	67.0
—W. Port Madison Preserve	Park District	Trails, picnic shelters, beach access	13.8
—Manzanita Park	Park District	Horse & pedestrian trails	120.0
—The Grand Forest	Park District	Horse & pedestrian trails	240.0
—Gazzam Lake Preserve (Close, Peters and Veterane)	Park District	Horse & pedestrian trails Beach Access	444.6
—Battle Point Park, North	Park District	Fishing pond, trails, picnicking	45.3
—Rockaway Beach Parcels	Park District	None as yet—undesignated	0.5
Hawley Cove Park (Eagle Harbor)	Park District	None as yet—undesignated	11.7
Ted Olson Park	Park District	Trails	17.0
<i>Athletic Parks/Playgrounds :</i>			
—Battle Point Park, South	Park District	Sport courts, fields, play area, trails, horse arena, maintenance facility	45.0
—Strawberry Hill Park	Park District	Sport courts, field sports, classrooms, skate park, picnicking, administrative offices	17.8
—Aaron Tot Park	Park District	Children's play structure	0.3
—Eagledale Park	Park District	Sport courts, play structure, covered picnic shelter, art center	6.7
—Gideon Park	Park District	Trail and playground	2.5
—Hidden Cove Park	Park District	Ballfields and trails	7.8
—Rotary Park	Park District	Ballfields & children's' play structure	9.8
—Sands Road Park	School District	Ballfields	10.0
<i>Resource Activity Parks :</i>			
—Camp Yeomalt	Park District	Multi use bldg, trail, picnicking	3.0
—Waterfront Park	City Park	Boat launch, picnicking, tennis courts, playground	8.1
T'Chookwop Park	Park District	Picnicking	0.3
—Fay Bainbridge Park	Park District	Picnicking, camping, boat launch, volleyball, sandy beach	16.8
—Fort Ward Park	Park District	Boat launch, picnicking, trails, beach access	137.0
Hidden Cove Park (Spargur)	Park District	Shoreline and boat access—to be designed	6.1
—Pritchard Park	Park District & City	Shoreline access, WWII Japanese—American Memorial	21.9
—Blakely Harbor Park	Park District	Picnicking, hand carry boat access,	39.0

		shoreline	
Recreation Centers :			
-Island Center Park	Park District	Community hall, picnicking	2.5
Linear Park / Trail :			
-Fairy Dell Trail Park	Park District	Trail and beach access	2.5
-South End Trails	Park District	Trails, easements, trail implementation	4 linear miles
-Forest to Sky Trails	Park District	Trails, easements, trail implementation	10.7
Special Use Facility :			
-B. I. Aquatic Center	Park District (leased)	Aquatic Center	1.5
-Point White Dock	Park District	Dock, fishing, clamming	0.3
Other :			
-City Open Space	City	None Designated for Open Space / Ag	163.72
Total (Acres)			1,470.72

1

2 **Transportation Facilities (Roads, Bike Lanes, Sidewalks, Trails)**

3 Of the many types of capital facilities that are constructed, operated and maintained by the City,
4 the most costly and most familiar to citizens are the transportation facilities. Where there are
5 facility needs that involve SR305 or the ferries, the Washington State Department of
6 Transportation assumes the costs. Kitsap Transit pays for facilities that support transit service.

7

8 The transportation system outside of historic Winslow has suffered from "deferred maintenance."
9 The Pavement Management System (PMS) studies periodically conducted for the City indicated
10 the wearing surface of many of the roads to be at or near failure, especially the smaller suburban
11 roads. Since many of the Island's roads were initially only scraped and then a thin layer of
12 asphalt applied, the maintenance performed by the City is usually more extensive, and costly,
13 than normal maintenance of "paved" roads. Many roads, having no substantial base before
14 placing asphalt, need considerable base preparation. The PMS study indicated a need for
15 \$600,000 per year for 10-12 years in the annual roads maintenance and repaving program to
16 maintain the roads at the then current status. The City Council recently committed to providing
17 \$600,000 per year for the next 6 years to address annual roads maintenance, and is in the process
18 of identifying additional road reconstruction project needs and associated funds.

19

20 A complete inventory of the Island's transportation facilities is contained in the [Island-wide](#)
21 [Transportation Plan](#) System Study and a complete inventory of the Island's non-motorized
22 transportation facilities is contained in the Non-Motorized Transportation Plan. A summary of
23 those facilities follows:

24

25 **Table 6: Transportation Facilities Inventory**

Type of Facility	Description	Example	Length	
FRC 1 *	State Highway	SR305	6.8	miles
FRC 2 *	Secondary Arterial	Miller Road	35.2	miles
FRC 3 *	Collectors	Oddfellows Road	42.3	miles
FRC 4 *	Residential Urban	Wood Avenue	21.7	miles

— FRC 5 *	Residential Suburban	Spargur Loop Road	38.3	miles
— FRC 6 *	Unimproved City Roads (gravel)	Walden Lane	10.2	miles
— Subtotal			154.4	miles
— Without SR305 & gravel roads			137.5	miles
Bike lanes**	Shared roadway on paved shoulders	High School Road	23.5	miles
Sidewalks	Paved walkway	Madison Ave.	7.6	miles
Trails	pedestrian, bike, equestrian, etc.	The Grand Forest	6.9	miles

*FRC = Functional Road Classification; Source: Public Works Department, Pavement Management Program (Klohn Leonoff)

** With the exception of SR305, bike lanes on Bainbridge Island are three to five foot paved shoulders. Bike lanes are reported in lane miles. SR305 is included here.

1

2 Drinking Water

3 Domestic drinking water is supplied by the City of Bainbridge Island, Kitsap County P.U.D. No.
4 1, ~~South Bainbridge Water Company~~, numerous smaller public water systems (2 or more
5 hookups), and over 1,000 private single-dwelling wells.

6

7 The levels of service ~~in the Water Element~~ for water systems on Bainbridge Island are the
8 minimum design standards and performance specifications provided in the ~~1992~~ [2005 Kitsap](#)
9 [County Coordinated Water System Plan](#). Fire flow requirements ~~were~~ are regularly updated by
10 the City, in coordination with the Bainbridge Island Fire Department, most recently adopted by
11 Ordinance ~~2016-13 98-30~~ and Resolution ~~98-34~~ and are tiered based on zoning and type of
12 construction. ~~Residences can satisfy deficiencies by installing individual sprinkler systems.~~
13 Levels of service for the City water system are identified in the [City Water System Plan Update](#).
14 are as follows:

15

16 **Table 7: Water System Levels of Service**

Pressure	—30 psi residual
Pipe sizing	—8" diameter min. (where fire system is required)
Storage	—"Sizing Guidelines for Public Water Systems"
Quality	—Federal and State minimum standards
Fire Flow	—Residential Zone R.04 & R.1 = 500 gpm or sprinkler
Fire Flow	—Residential Other Zones = 1,000 gpm or sprinkler
Fire Flow	—Commercial & LM = 1,000 gpm or don't build

17

18 The ~~Bremerton-Kitsap County~~ Public Health District records indicate approximately 170 water
19 systems on the Island that have 2 or more households connected. The number of Group A & B
20 systems are listed below and following is a summary of systems with more than 100 connections.

21

22

23

24

1 **Table 4 8: Group A & B Water Systems**

Group A systems (15 or more connections)	39
Group B systems (under 15 connections)	145

2

3 **Table 5 9: Waters Systems with over 100 Connections (2010-2013 2016)**

System	# Connections	Capacity		Storage
		(ERU)	(MGD)	Volumes (gal.)
<u>PUD #1 Island Utility (Eagledale)</u>	197	455	0.43	400,000
PUD #1 North Island	1767	2,028	0.365	825,105
PUD #1 Fletcher Bay	102	Unspec	Unspec	0
Meadowmeer (MWSA)	306	335	.45	225,000
<u>PUD #1 South Bainbridge</u>	1,241	1,416	0.90	807,000
<u>Winslow (City)</u>	<u>2,428 2,708</u>	Unspec	Unspec	2,800,000
Total	6,041 6,436	Unspec	Unspec	5,107105

4

5 Most existing water systems were established under state and local guidelines and generally
6 provide high quality water at an adequate pressure and flow rate for residential use. However,
7 because of the number of systems on the Island, it must be concluded that there are systems that
8 may not be in compliance with Department of Health water quality requirements and may not
9 meet minimum requirements of pressure and reliability. It is also concluded that most of the
10 smaller systems have poor or nonexistent fire protection designed into their systems due to the
11 cost of providing large diameter pipes and storage tanks.

12

13 **Winslow Water System**

14 The Winslow Water System is owned and operated by the City of Bainbridge Island under the
15 direction and control of the Department of Public Works. It serves an area similar to the historic
16 Winslow city limits plus Fletcher Bay and Rockaway Beach. The system gets all of its water
17 from the eleven wells owned by the City as noted below. Water is pumped into the distribution
18 system both directly from the well pumps and by booster pump stations. A detailed inventory
19 and capacity analysis is provided in the Winslow City of Bainbridge Island Water System Plan,
20 which was accepted by the City Council in 2016-2007. ~~The next update of this plan was~~
21 ~~scheduled for January of 2013. However the Department of Health approved an extension to this~~
22 ~~deadline in 2013.~~

23

24 **Table 10: Winslow Water System Well Inventory**

Name	Capacity	Depth	Present Yield
Head of Bay #1	50 gpm	135 ft.	32 gpm
Head of Bay #1A	150 gpm	145 ft.	135 gpm
Head of Bay #2	215 gpm	50 ft.	184 gpm
Head of Bay #3	100 gpm	50 ft.	270 gpm
Head of Bay #4	138 gpm	150 ft.	115 gpm

Head of Bay #5	96	gpm	160	ft.	111	gpm
Head of Bay #6	110	gpm	70	ft.	91	gpm
Lower Weaver *	80	gpm	135	ft.	47	gpm
Fletcher Bay	688	gpm	1,050	ft.	500	gpm
Sands Ave. #1	288	gpm	1,055	ft.	365	gpm
Sands Ave. #2	600	gpm	1,055	ft.	400	gpm
Commodore Well	100	gpm	190	ft.	47	gpm
Taylor Avenue	80	gpm	600	ft.	56	gpm
Total	2,615	gpm			2,297	gpm

*Not a potable source—used for construction

Under Washington law, water purveyors, including the City, need water rights in order to be assured that it can continue to provide water. The City has "primary" water rights for 2,054 acre-feet per year and "allocated instantaneous capacity" for 3,037 gpm (about 60% over the City's present capacity).

According to the existing Winslow Water System plan, the system's capacity is adequate to serve the needs of the potential build-out population under existing zoning and build-out to the highest density possible (to R-28) in the Land Use Element. The available sources are adequate to serve a potential population of approximately 7,900 or approximately 4,000 units. The system currently serves a population of 3,500 and approximately 3,500 residential equivalent units. There are, however, upgrades necessary to provide adequate fire flow in areas, more efficiently use existing storage capacity, rehabilitate existing wells, and improve system reliability.

Sanitary Sewage Disposal

The City of Bainbridge Island provides for the collection, treatment, and disposal of effluent in the Winslow service area. The Kitsap County Sewer District #7 treatment plant north of Fort Ward Park serving customers within the District's service area in Fort Ward and the City's sewer service areas in the Emerald Heights, Point White, North Pleasant Beach, and Rockaway Beach neighborhoods and Blakely School. All other residents not within the service areas of the above districts rely upon on-site septic systems that require approval from the ~~Bremerton~~ Kitsap ~~County~~ Public Health District.

Levels of service for wastewater treatment systems are typically expressed as the number of gallons of flow per capita per day and the level of treatment provided by the treatment plant. The current and proposed level of service for the Winslow service area follow the Department of Ecology guidelines of 100 gallons per capita per day (flow) and secondary treatment. In areas not served by treatment plants, on-site septic systems must be built to ~~Bremerton~~ Kitsap County Public Health District standards that consider combinations of lot size, soil type, infiltration capacity, depth to hardpan, and proximity to surface water among others.

The Winslow sanitary sewer system consists of two separate parts: the collection system, and the treatment plant.

1 **Table 11: Winslow Sewer Facility Inventory**

Collection system	15 miles gravity sewer (pipes 8 inches to 12 inches diameter)
	12 miles pressure sewer (pipes 4 inches to 12 inches diameter)
	16 pumping stations (300 to 2,300 gallons per minute)
Treatment plant	Secondary treatment facility located on Donald Place NE (3.9 million gallon per day and 2642 ppd BOD)

2
3 The existing system will be able to accommodate projected population growth in the Winslow
4 area through approximately 2018 if maintenance and periodic facility upgrades are performed
5 timely. The sewer system plan was last updated in 1994 and the The City began working on
6 completed the update to the [General Sewer Plan](#) in 2015 July, 2013. The City's goal is to have
7 the updated General Sewer Plan finalized by June, 2015; the The updated plan will documents
8 the inventory of the existing system and needs for new facilities and replacement or upgrading
9 existing facilities during the coming decade. The system plan or a separate study should be done
10 to assess infiltration and inflow (I/I) in the collection system so that an I/I reduction program can
11 be undertaken. All pumping stations are now connected to a Supervisory Control/Data
12 Acquisition (SCADA) system that is operated by the City's utility operations team. The SCADA
13 system allows monitoring and operation of pumping equipment and response to alarms from a
14 central station located at the Winslow Wastewater Treatment Plant (WWTP). Additionally, all
15 of the City's sewer pumping stations are now equipped with emergency generators so that
16 operations continue during power interruptions.

17
18 The existing WWTP was designed for a population equivalent of 10,000 and began operation in
19 1978. The WWTP will have an excess "population equivalent" capacity (including commercial
20 and multi-family customers converted to a level population equivalent) of approximately 1600
21 for flow and 4260 for BOD at the conclusion of the current improvements. The WWTP was
22 upgraded in 1994 at a cost of \$2.5 million. An engineering assessment in 2003 identified a
23 number of additional upgrades necessary to meet regulatory requirements for effluent
24 disinfection, energy efficiency and for process reliability and redundancy. Some of the identified
25 upgrades (replacing effluent pumps and controls, and conversion from chlorine-based to
26 ultraviolet-based disinfection) were designed and constructed between 2004 and 2007.
27 Engineering and construction documents for the remaining upgrades to the WWTP process,
28 including enhanced odor control, was completed in 2007 and construction in early 2008. This
29 work was completed in 2011 at a cost of approximately \$13.9 million, including engineering and
30 construction management.

31
32 An engineering study of the WWTP outfall to Puget Sound was completed in 2008. Planning
33 and decisions regarding future modification of the outfall and related decisions regarding
34 additional WWTP process enhancements, including upgrading the WWTP process to produce
35 Class A effluent and biosolids for discharge or re-use, are proposed future activities.

36 **Surface & Storm Water Management**

37 In the Winslow urban area and a few smaller areas, stormwater is managed by a combination of
38 piped collectors, roadside ditches and natural stream channels. All other watersheds and sub-
39 basins on the Island are drained by natural streams and roadside ditches only. The existing

1 natural drainage system consists of wetlands, streams, springs, ditches, and culverts crossing
 2 roadways and is labor intensive to maintain. Surface and storm water is managed by the City as
 3 a utility. ~~A recent Surface and Stormwater Management Plan~~ and Ongoing system evaluation
 4 are used to identify capital projects. In addition, the City places priority on the improvement and
 5 restoration of natural stream channels, particularly undersized or perched culverts, for the
 6 improvement of fish passage and fish habitat.

8 **CITY FUNCTIONAL PLANS ADOPTED BY REFERENCE**

9 In planning for future capital facilities, several factors have to be considered. Many are unique to
 10 the type of facility being planned. The process used to determine the location of a new water line
 11 is very different from the process used to determine the location of a new bike lane. Many
 12 sources of financing can only be used for certain types of projects. Therefore, this Capital
 13 Facilities Element and Plan is actually the product of many separate but coordinated functional
 14 planning documents, each focusing on a specific type of facility. These plans utilize the same
 15 year 2036 population forecast that the Land Use Element of this Comprehensive Plan
 16 accommodates. These functional plans are therefore adopted by referenced. They are listed (and
 17 hyperlinked) below.

- 18
- 19 • [Island-wide Transportation Plan](#)
- 20 • [City General Sewer Plan](#)
- 21 • [City Water System Plan](#)
- 22

23 **OTHER AGENCY/SPECIAL DISTRICT PLANS** 24 **ADOPTED BY REFERENCE**

25 In addition to planning for capital facilities and projects such as public buildings, bike lanes and
 26 sewer infrastructure, the GMA requires that jurisdictions plan public capital projects, such as for
 27 parks, fire and schools. The City has several special districts that serve the entire Island (e.g. B.I.
 28 Fire Department) and some that serve certain geographical areas, but not the entire Island (e.g.
 29 Kitsap County Sewer District 7). The City coordinates with these other special districts to ensure
 30 that they are using the same land use designations and population forecasts. These special
 31 district plans are therefore adopted by reference. They are listed (and hyperlinked) below.

- 32
- 33 • [Bainbridge Island Municipal Parks & Recreation District 2014](#)
- 34 [Comprehensive Plan](#)
- 35 • [Bainbridge Island School District 2014-2020 Capital Facilities Plan](#)
- 36 • [Bainbridge Island Fire Department 2013-2022 Strategic Plan](#)
- 37 • [Kitsap Public Utility District 2011 Comprehensive Plan](#)
- 38 • [Kitsap County Sewer District #7](#)
- 39 • [Kitsap Regional Library Vision 2020 Strategic Plan](#)
- 40

FINANCIAL CAPACITY ANALYSIS/ SIX-YEAR CAPITAL IMPROVEMENT PLAN

~~Provided below is the~~ The [Six-Year Financial Capacity Analysis and Capital Improvement Plan \(CIP\)](#) for the City of Bainbridge Island is updated each year as part of the City's biennial budget process. This CIP list shows the anticipated expense and timing of each project and contains a project description, if available, ~~and the results of the Comprehensive Plan consistency review and level of service (LOS) deficiency analysis.~~ The CIP lists for the special districts on Bainbridge Island are adopted by reference ~~provided in the appendices attached to this document.~~ The City conducts a financial capacity analysis in order to evaluate the City's ability to fund capital expenditures along with general operations. The financial capacity analysis is ~~presented first with assumptions and~~ integrated into the [CIP](#) list follows.



HUMAN SERVICES ELEMENT

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HUMAN SERVICES INTRODUCTION

1
2
3 Putting a “human face” on the *Comprehensive Plan* is the foundation for the Human
4 Services Element. As a community, we plan for growth in terms of land use, roads,
5 natural resources, and infrastructure. It is important not to forget the very essence of
6 our community – the people. The Human Services Element focuses on the needs of
7 the individuals who comprise our community. The availability of, and access to,
8 human services is important to all people, regardless of income, family structure, age
9 or cultural background. The purpose of the Human Services Element is to provide
10 policy direction for community actions relating to the human services needs of the
11 residents of the City of Bainbridge Island.

12
13 Human Services Element is to supports a human services delivery system that will be
14 comprehensive and flexible enough to meet the human services needs of the citizenry,
15 now and in the future. City support benefits from regular assessments of community
16 needs. In 2016, a Community Needs Assessment is underway. Updated periodically,
17 the needs assessment will help identify emerging problems in the community and
18 assist in coordinating planning efforts to respond to the needs and assess appropriate
19 levels of City funding.

20
21 Human services are defined as those services which assist people in meeting the
22 essential life needs of food, clothing, shelter and access to health care. Further,
23 human services:

- 24 • Provide people with the tools to achieve economic, social and emotional
25 stability to the best of their ability.
- 26 • Offer activities and services that promote healthy development of the individual,
27 prevent problems, and support positive outcomes.
- 28 • Support quality of life programs that enhance the health and well-being of the
29 individual and the community.

30
31 These services may be provided on an emergency, temporary, or ongoing basis,
32 depending on the circumstances.

33

HUMAN SERVICES VISION

Bainbridge Island functions as a caring community that provides human services where needed to maintain the well-being of all its members, where all members feel connected to the community, and where each individual has opportunities to contribute.

- Dignity is the hallmark of human services delivery on Bainbridge Island.
- Respect for the individual is an integral part of human services delivery on Bainbridge Island.
- Neighborliness and a sense of community form the foundation of human services.
- Diversity within the population is important to the community.
- Cooperation and coordination among human services providers, including the taxing districts, strengthens the human services delivery system, which results in better service for people.

GOALS AND POLICIES

GOAL HF-1

FINANCIAL RESOURCES

City support for human services organizations that serve Bainbridge Island residents shall be considered as part of the City's biennial budget process.

Policy HS 1.1

The City shall seek to update the Bainbridge Island Community Needs Assessment periodically to help identify emerging areas of concern and assist human service organizations to respond to current needs.

Policy HS 1.2

Consider information from the Community Needs Assessment in the review process for funding requests for City human service funds.

Policy HS 1.3

Evaluate requests for City human service funding using a fair and transparent process that includes public participation.

1 **Policy HS 1.4**

2 Support increasing emergency preparedness among all segments of the population
3 to help coordinate governmental response and recovery efforts that seek to minimize
4 the adversity of a major emergency or disaster.

5

6

GOAL HS-2

7

CONTINUUM OF SERVICES

8

Support a range of human services programs.

9 **Policy HS 2.1**

10 Support programs that meet the basic needs of survival such as food, clothing, shelter
11 and access to emergency health care.

12 **Policy HS 2.2**

13 Support programs that meet the crisis needs of vulnerable populations, including
14 those who are most vulnerable to homelessness.

15 **Policy HS 2.3**

16 Support preventative and early intervention programs, emphasizing programs (e.g.,
17 job training and parenting classes) that work to prevent social problems that negatively
18 affect the health, safety, and well-being of the community.

19 **Policy HS 2.4**

20 Support programs that provide needed services for families, e.g., child or adult day
21 care and respite care for caregivers, and mental health services.

22 **Policy HS 2.5**

23 Support programs designed to allow people who need assistance to remain in their
24 homes or maintain their independence as long as possible.

25 **Policy HS 2.6**

26 Work with partner agencies and nonprofits to support programs that assist veterans,
27 low-income elderly and residents with qualifying disabilities.

28 **Policy HS 2.7**

29 Encourage strong family relationships and healthy child development to help prevent
30 child abuse, sexual assault, domestic violence and substance abuse.

31 **Policy HS 2.8**

32 Work in partnership with state, county and community agencies to prevent violence,
33 including that associated with substance abuse, mental health and firearms injuries.

1 **GOAL HS-3**

2 **HOUSING AND HUMAN SERVICES**

3 **Recognize the interrelationship between housing and human services. The**
 4 **human services sector not only provides support services for those living in**
 5 **affordable housing, but also enables people at risk or in crisis situations to**
 6 **remain in their existing housing.**

7
 8 The Human Services Element complements the Housing Element, which deals
 9 primarily with the development, retention and construction of affordable housing.

10 **Policy HS 3.1**

11 Support emergency rental assistance subsidies.

12 **Policy HS 3.2**

13 Promote the creation of a mix of housing alternatives and services for people at
 14 different levels of independence.

15 **Policy HS 3.3**

16 Remove regulatory barriers to alternative housing models to support housing for a
 17 wider range of the community.
 18

19 **GOAL HS-4**

20 **ECONOMIC HEALTH AND HUMAN SERVICES**

21 **Recognize the interrelationship between economic health of the community and**
 22 **human services.**

23
 24 Human Services Element complements the Economic Element, which promotes
 25 business retention and expansion of the City's economy, in the broadest sense.
 26 Human services organizations contribute to the community's economic well-being by
 27 supporting individuals' efforts to be productive members of the community. This
 28 support has many forms, including but not limited to, child care, job skills training,
 29 human health and transportation vouchers.

30 **Policy HS 4.1**

31 The City shall serve as a model employer and an example to the larger community in
 32 addressing their employees' human service needs.

33 **Policy HS 4.2**

34 Encourage local business organizations to create jobs that reflect good business
 35 practices, e.g., job training, employee benefits, family wages.

1 **Policy HS 4.3**

2 Encourage businesses that actively support human services for workers and their
3 families, e.g., provide on-site child care, transportation subsidies, flexible work hours.

4 **Policy HS 4.4**

5 Promote access to jobs, especially for lower-income people, youth workers, and
6 people with disabilities, when involved with planning local and regional transportation
7 systems.

8

HUMAN SERVICES ELEMENT

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HUMAN SERVICES ELEMENT

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Acknowledgement

Thank you to Jan Lambert, Director, Dana Quitslund, Board President, and Karen Monson, Board Member of the Health, Housing and Human Services Council, for their work updating this Element.

EXECUTIVE SUMMARY INTRODUCTION

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Putting a “human face” on the Comprehensive Plan is the foundation for the Human Services Element. As a community, we plan for growth in terms of land use, roads, natural resources, and infrastructure. It is important not to forget the very essence of our community – the people. The Human Services Element focuses on the needs of the individuals who comprise our community. The availability of, and access to, human services is important to all people, regardless of income, family structure, age or cultural background. The purpose of the Human Services Element is to provide policy direction for community actions relating to the human services needs of the residents of the City of Bainbridge Island.

~~The overriding principle is found in the Element’s framework statement: Bainbridge Island will function as a caring community that strives to maintain the well being of all its members, a community where all members feel connected to the community, and where each individual has opportunities to contribute to the community.~~

~~The purpose of the Human Services Element is to create supports a human services delivery system that will be comprehensive and flexible enough to meet the human services needs of the citizenry, now and in the future. City support benefits from regular assessments of community needs. In 2016, a Community Needs Assessment is underway. Updated periodically, the needs assessment will help identify emerging problems in the community and assist in coordinating planning efforts to respond to the needs and assess appropriate levels of City funding. The element has seven goals:~~

- ~~● Implementation of the Element.~~
- ~~● Services to the Agencies.~~
- ~~● Financial Resources.~~
- ~~● Continuum of Services.~~
- ~~● Coordination and Co-location of Facilities.~~
- ~~● Housing and Human Services.~~
- ~~● Economic Health and Human Services.~~

1 Human services are defined as those services which assist people in meeting the essential life
 2 needs of food, clothing, shelter and access to health care. Further, human services:

- 3 • Provide people with the tools to achieve economic, social and emotional stability to the
 4 best of their ability.
- 5 • Offer activities and services that promote healthy development of the individual,
 6 prevent problems, and support positive outcomes.
- 7 • Support quality of life programs that enhance the health and well-being of the
 8 individual and the community.

9
 10 These services may be provided on an emergency, temporary, or ongoing basis, depending on
 11 the circumstances.

12
 13 ~~The Human Services Element recognizes the City's role in providing the conditions that sustain~~
 14 ~~the delivery of human services, a role the City assumed with Ordinance 93-44. Through the~~
 15 ~~Ordinance and Municipal Codes 2.50 and 3.86, the City established the Health, Housing and~~
 16 ~~Human Services Council (HHHS) to be the City's official body for human services issues and~~
 17 ~~to provide a funding mechanism whereby the City may disburse general fund money to human~~
 18 ~~services agencies. (See Appendix F for complete text of ordinance and BIMC sections.)~~

19
 20 ~~The Human Services Element is the full realization of what was envisioned with the ordinance~~
 21 ~~and codes, and reinforces the two roles of HHHS stated in those documents:~~

- 22 • ~~HHHS shall serve as the primary voice for human services to the City and be an~~
 23 ~~advisory board for human services matters to the Mayor and City Council.~~
- 24 • ~~HHHS shall serve as the coordinating agency for the independent human services~~
 25 ~~agencies.~~

26
 27 ~~In its first capacity, HHHS will be responsible for monitoring the implementation and progress~~
 28 ~~of the Human Services Element; the integration of the Human Services Element with all other~~
 29 ~~Comprehensive Plan elements; setting criteria for and allocating City money; and working with~~
 30 ~~Island taxing jurisdictions and regional planners in the delivery of human services.~~

31
 32 ~~In its second capacity, HHHS will be the "agency of agencies." By centralizing many of the~~
 33 ~~activities common to all providers, the human services agencies will be able to more effectively~~
 34 ~~provide direct services, and the community can expect an efficient response to changing human~~
 35 ~~services needs within the community.~~

36
 37 ~~In the final analysis, the Human Services Element exists to ensure that the human services~~
 38 ~~needs of the people of Bainbridge Island are met and that they continue to be met even as~~
 39 ~~changes occur with the anticipated population growth.~~

40
 41 ~~Population growth results in more complex demands for human services, which, in turn, results~~
 42 ~~in the need for a more structured way to deliver those services.~~

43
 44 ~~Bainbridge Island has a long history of people taking care of each other — of providing for the~~
 45 ~~human services needs within the community.~~

1 A majority of Bainbridge Islanders has affirmed the value of diversity—a range of age,
2 occupation, ethnicity, and income—in our community[†]. A strong human services delivery
3 system helps maintain that diversity.

4
5 Although Bainbridge Island often is characterized as an affluent community, there is poverty
6 here; there is homelessness; there are people who don't always have enough to eat; and there
7 are people who work hard yet have little money left after paying rent.

8
9 At the same time, it should be understood that many needs associated with human services are
10 unrelated to income. The availability of, and access to, human services is important to all
11 people, regardless of income, family structure, age or cultural background.

12
13 This element offers a framework for action that will play a key role in protecting the
14 community's most precious resource—its people.

15 **MOVED UP TO INTRODUCTION SECTION**

16 *“Putting a human face on the Comprehensive Plan ...”*

17
18
19
20
21 The purpose of the Human Services Element is to provide policy direction for community
22 actions relating to the human services needs of the residents of the City of Bainbridge Island.

23 **DEFINITION**

24
25 Human services are defined as those services which assist people in meeting the essential life
26 needs of food, clothing, shelter and access to health care. Further, human services:

- 27 • Provide people with the tools to achieve economic, social and emotional stability to the
28 best of their ability.
- 29 • Offer activities and services that promote healthy development of the individual,
30 prevent problems, and support positive outcomes.
- 31 • Support quality of life programs that enhance the health and well-being of the
32 individual and the community.

33
34 These services may be provided on an emergency, temporary, or ongoing basis, depending on
35 the circumstances.

36 **IMPLEMENTATION AND MANAGEMENT**

37
38
39 The City of Bainbridge Island established the Health, Housing and Human Services Council
40 (HHHS) per Ordinance 93-44 on December 16, 1993, to promote and facilitate the

[†]-Bainbridge Island Community Values Survey, June 12, 1992, “Focus Group Project Summary of Findings,” p. 6: “As discovered in workshops and the random sample survey, diversity is important to Bainbridge Island residents. ...Participants indicated that they desire diversity in terms of age, ethnic background, and socioeconomics. Concern was frequently expressed for taxing people—especially senior citizens off their property.”

1 development and delivery of health, housing and human services within the City. The Health,
2 Housing, and Human Services Council obtained its non-profit 501(c)(3) status in 1994.

3
4 HHHS is designated as the official body of the City empowered to act as the principal advisory
5 board to the Mayor and City Council on matters pertaining to the development and delivery of
6 Island health, housing and human services. The Council is governed by a 12-member board
7 of volunteers representing the community. It is staffed by an Executive Director, and receives
8 financial support from the City and private donations. The City recognizes that the Island's
9 human services community is a complex network of very capable non-profit service agencies.
10 HHHS is needed to maintain the big picture and coordinate the efforts of direct service
11 providers.

12
13 The purpose of HHHS is to:

- 14 ● Support services.
- 15 ● Foster improvements in the range, delivery and quality of health, housing and human
16 service programs on the Island.
- 17 ● Ensure access to all in need.
- 18 ● Facilitate service delivery sensitive to the cultural perspectives of those in need.

19
20 The HHHS role is to:

- 21 ● Implement the Human Services Element of the City's Comprehensive Plan.
- 22 ● Provide a public forum for issues.
- 23 ● Promote long-range planning.
- 24 ● Make recommendations for City allocation of health, housing, and human service
25 funds.
- 26 ● Make recommendations for allocations from the City's Housing Trust Fund.
- 27 ● Improve coordination of services for non-profit organizations engaged in the delivery
28 of health, housing, and human services for the Bainbridge Island community.

29
30 In conjunction with its role to implement the Human Services Element, HHHS developed the
31 Community Connections for Youth (CCFY) Project (see Appendix A for more information).
32 The CCFY project supported significant progress toward implementing several of the goals of
33 this Element, specifically:

- 34 ● The Director's Forum brings human service agency directors together at least once a
35 month, providing a high level of coordination and providing a platform for
36 collaborative projects. Directors discuss problems they see in the community and work
37 toward effective solutions. The Directors' Forum includes representatives from the
38 School District and Park District. (Policy 2.1)
- 39 ● The Human Service Needs Assessment, completed early in 2003, is the first systematic
40 analysis of the needs in our community. This allows HHHS and the human service
41 providers to design programs to address unmet needs. It also provides an opportunity
42 to inform the community of the often poorly understood needs that exist in our
43 otherwise affluent community. (Policy 2.2)
- 44 ● The Human Services Database, implemented with CCFY grant funding, provides
45 individual agencies with needed computer support of their internal operations. In
46 addition, the collection of core data by all agencies is used to create an aggregate

1 database that gives the human services community a much more complete picture of
 2 service trends. Data export is designed so that numbers of common clients can be
 3 reported while protecting client anonymity. (Policies 2.3 and 2.4)

- 4 • ~~Community Awareness: The Community Connections for Youth project's newsletters~~
 5 ~~and web site keep the community informed of needs and services available in the~~
 6 ~~community. HHHS has an ongoing responsibility to inform the community about~~
 7 ~~needs and to advocate for support of human service providers. (Policies 1.2, 2.3, and~~
 8 ~~2.8)~~
- 9 • ~~Agencies have established the value of their partnership with the School District.~~
 10 ~~Through the Directors' Forum, the agencies housed on School District property speak~~
 11 ~~with a unified voice on facilities issues. (Policies 5.2 and 5.3)~~
- 12 • ~~Agency training on the youth developmental assets model. (Policy 4.4)~~

13
 14 Further implementation of the goals of the Element will be addressed by a steering committee
 15 of HHHS, charged with a strategic plan for full implementation of the Element. (Goal 1)

16
 17 The City provides financial support for non-profit human service providers on an annual basis
 18 (Policy 1.4). The Health, Housing and Human Services Council processes applications for
 19 funding, interviews applicants, and evaluates project proposals according to its policies.
 20 HHHS then presents a proposed Human Services budget to the Mayor and City Council for
 21 consideration as part of the City's budget process. Once the budget is approved, HHHS
 22 allocates the available funds among the service providers and administers contracts with
 23 funded agencies on behalf of the City. In evaluating funding proposals, HHHS works to ensure
 24 that recognized needs are met as efficiently as possible. As a fiduciary for the City and its
 25 taxpayers, HHHS funds only projects with a very high likelihood of success in meeting
 26 community needs, based on the experience and capacity of the direct service agency. HHHS
 27 also acts as an advocate for human services providers at budget time. For 2003, the City's
 28 funding of human service agencies through HHHS totaled \$240,100.

29
 30 HHHS has a Contingency Fund, a portion of the City's general fund set aside for meeting
 31 human services needs not anticipated in the annual budget. HHHS has a policy for evaluating
 32 requests for contingency funds, and forwards approved requests to the City Council for
 33 funding.

34
 35 HHHS pursues private funding (including foundation grants and the Bainbridge Foundation)
 36 where possible, but basic administrative and program costs are supported by the City (Policies
 37 1.4, 3.1 and 3.2). For 2003, the City's contribution to HHHS operations was \$136,640.

38
 39 HHHS convenes and supports a Citizens' Advisory Board of the Housing Trust Fund to
 40 consider proposals for funding through the Trust Fund. The advisory board is composed of
 41 members of the HHHS board and representative community members. Its recommendations
 42 are forwarded to the Housing Trust Fund Executive Committee and then on to the City Council
 43 for action. (Policy 6.2)

44

COMMUNITY PROFILE

THIS INFORMATION WILL BE INCLUDED IN UPDATED 2016 HUMAN NEEDS ASSESSMENT (estimated completion October 2016)

In November and December 2002, the Health, Housing and Human Services Council (HHHS) contracted with PRR, Inc. to conduct a needs assessment with a special focus on identifying the unmet needs, or gaps, in human services. This assessment is an important first step to begin addressing unmet needs and to align the City's human services funding with our community's needs.

To create an up-to-date picture of the Island's population, census data and other information such as Bainbridge Island and Kitsap County agency reports, City of Bainbridge Island data and Bainbridge Island resident surveys were utilized.

In addition, PRR surveyed 82 Bainbridge Island human service providers and other persons knowledgeable about Island human services and needs to determine which needs are being met, and where there are gaps in services.

To conclude the needs assessment, PRR conducted focus groups with consumers of human services (seniors, youths, and single parents) as well as with community opinion leaders to further understand the Island's human service needs.

There was an excellent response to the assessment and we received consistent feedback and information from survey respondents and focus group participants.

Our Changing Population²

Bainbridge Island's population is growing and changing. Compared with both Kitsap County and the state as a whole, our population has grown significantly in the past decade, increasing by almost 30% between 1990 and 2000. However, the growth rate is expected to slow in the next five years to only about 3% between 2002 and 2007.

Perhaps even more significant than the sheer increase in numbers is how our community is changing. Only about a third of households have school-aged children while the percentage of female-headed households with school-aged children continues to rise. Based on current figures and projections to 2007, we can expect fewer young children (0-9 year olds) and a decrease in the percentage of adults in the main childbearing years (24-44 year olds).

On the other hand, we can expect many more middle-aged persons and pre-retirees (45-64 year olds) with the percentage of residents 85 and older also expected to increase. Thus, Bainbridge Island is both growing and graying. This will result in increased demand for human services, especially for services designed to meet the needs of an older population.

² The information contained in this section was produced by Pacific Rim Resources as part of the 2002 Needs Assessment using the data available at the time. The City is in the process of updating population projections for 2025 and projected growth rates are expected to increase.

Needs Amidst Affluence

Compared to Kitsap County and Washington State, Bainbridge Island is characterized by higher education levels, lower unemployment, higher median incomes, fewer female-headed households, higher rates of homeownership and less crime. However, real human service needs exist and there is less affluence on Bainbridge Island than commonly assumed. 7.5% of Bainbridge Island children live in poverty and nearly one out of four households (23.7%) has an annual income of less than \$35,000.

It's not surprising that fully 70% of survey respondents feel that increasing housing costs have made a major impact on the human services system, and that the ability of people to afford to live on Bainbridge Island is perceived to have decreased. The reality of human service needs within a relatively affluent community has created a special human services dilemma: Since Bainbridge Island's needs are less visible, there is a perception that most people's needs are met, and consequently it's hard for people to ask for services.

SURVEY RESULTS

Our community's strong commitment to our human services system is demonstrated by City funding, private donations, volunteer activity and support from local non-profits, the school district, the park district, the fire district and City government. Survey respondents report that many human service needs are well met through an extensive human services system of skilled service providers.

While the majority of human service needs are being met, there are some needs that are perceived as not being met well. These are areas of need where there is a significant gap between the perception of how big a need is and the ability of providers to meet the need. The largest perceived gaps are in:

- Affordable assisted living for seniors.
- Affordable medical and dental care.
- Affordable housing options.
- Alcohol abuse among youth.
- Drug abuse among youth.
- Child care for special needs children.
- Adult day care.

These areas were also identified as growing needs in the last 12 months.

Focus Group Findings

Focus group participants identified their top human service concerns. Seniors noted a lack of medical and dental services, affordable prescriptions, adult day care, companionship opportunities and mental health services on the Island.

Youth noted a lack of family planning, rape, assault and suicide prevention services, as well as the need for a stronger vocational track in the school system.

1 Single parents noted the need for domestic violence services, child care for parents who work
 2 off the Island and services for special needs children. They echoed the sentiments of youth
 3 through their desire for a stronger emphasis on vocational training in the school system.

4 **Challenges**

5 In the big picture of human service needs, several challenges remain.

6 *Awareness of Needs and Service System*

7 Providers, consumers and public opinion leaders believe there is a general lack of awareness
 8 of both Bainbridge Island's human service needs and the existing human services system.

9 *Access to Existing Services*

10 In addition to the lack of awareness, about two thirds of those surveyed believe there are
 11 reasons people can't access the existing human services system. These reasons, also noted by
 12 focus group participants, include:

- 13 ● Perceived stigma associated with using services. Prosperity and affluence have set a
 14 high standard, making it harder for those in need.
- 15 ● Concerns about confidentiality. Going to a human service provider is believed to be
 16 noticed in such a small community.
- 17 ● Transportation problems. Public transportation options are perceived to be oriented
 18 toward the needs of commuters and less toward the needs of those traveling on the
 19 Island during non-commute hours.

20 **Moving Forward**

21 With the information gained, the Health Housing and Human Services Council plans to:

- 22 ● Share the information as broadly as possible.
- 23 ● Create a steering committee and action teams to work on developing action plans to
 24 address the unmet human service needs.
- 25 ● Continue to work with the City and human service agencies to develop policies and
 26 funding that support needed improvements in our human services system.

27
 28

29 **HUMAN SERVICES VISION**

30 **Framework Statement**

31
 32 Bainbridge Island will function as a caring community that provides human services where
 33 needed strives to maintain the well-being of all its members, a community where all members
 34 feel connected to the community, and where each individual has opportunities to contribute to
 35 the community.

36 The following goals and policies are written to ensure that people receive the human services
 37 they need.

1 Framework Values

- 2 • Dignity is the hallmark of human services delivery on Bainbridge Island.
- 3 • Respect for the individual is an integral part of human services delivery on Bainbridge
- 4 Island.
- 5 • Neighborliness and a sense of community form the foundation of human services.
- 6 • Diversity within the population is important to the community.
- 7 • Cooperation and coordination among human services providers, including the taxing
- 8 districts, strengthens the human services delivery system, which results in better service
- 9 for people.

10
11 **Discussion:** These values are interwoven throughout the goals and policies and are the
12 standard against which the goals and policies must be measured.

16 GOALS AND POLICIES

17 GOAL 1

18 ~~IMPLEMENT THE HUMAN SERVICES ELEMENT~~

19 ~~Designate the Health, Housing and Human Services Council (HHHS), a non-profit~~
20 ~~Washington Corporation, as the official body of the City empowered to act on all matters~~
21 ~~pertaining to the implementation (including coordination and delegation) of the goals and~~
22 ~~policies of the Human Services Element of the Comprehensive Plan consistent with the~~
23 ~~provisions of the Bainbridge Island Municipal Code and the Comprehensive Plan.~~

24
25 ~~**Discussion:** In 1993, the City recognized its role in human services and the City Council~~
26 ~~passed Ordinance 93-44 (see Appendix F) designating the Bainbridge Island Health, Housing~~
27 ~~and Human Services Council as the “legally constituted non-profit corporation of the State of~~
28 ~~Washington whose principal purpose will be to provide coordinated services, financial support,~~
29 ~~and long range planning for non-profit organizations engaged in the delivery of health,~~
30 ~~housing, and human services in the City.”~~

31
32 ~~The Human Services Element is the City’s work plan to implement this ordinance and sections~~
33 ~~of the City’s Municipal Code.~~

34 **HSE 1.1**

35 ~~HHHS shall be responsible for monitoring the implementation and progress of the Human~~
36 ~~Services Element, and reporting on same to the City and community on a regular basis.~~

37 **HSE 1.2**

38 ~~HHHS shall serve as the primary voice of the human services community to the City.~~
39

40 ~~**Discussion:** This role is legislated in Ordinance 93-44 and Bainbridge Island Municipal Code~~
41 ~~2.50.020A: “Serve as the primary voice for health, housing and human services within the~~
42 ~~City and as the principal advisory board to the mayor and City Council.”~~

HSE 1.3

~~HHHS, as the official body of the City, shall have appropriate staffing, funding for which shall be included in the allocation to HHHS for administrative costs.~~

~~**Discussion:** It is crucial that the human services sector be involved in the dialog and decisions made at city level.~~

HSE 1.4

~~HHHS shall be responsible for setting criteria for and allocating City of Bainbridge Island general fund money to non profit human service agencies located on Bainbridge Island that provide direct services to assist in meeting the human services needs of Bainbridge Island residents.~~

~~**Discussion:** This policy forms the basis for future discussions on an appropriate level of public support. HHHS may recommend a funding formula for City support, recognizing that there may be limitations to the level of support available in any given year. It is the intent for HHHS to allocate City funds and assure accountability for contracted services while recognizing the autonomy of each agency in the management of its agency.~~

HSE 1.5

~~HHHS shall be responsible for the integration of the Human Services Element with other Comprehensive Plan elements.~~

~~**Discussion:** It is vital that all decisions, policies and regulations made by the City consider the impact and implications on human services. When land use, transportation, capital facilities, and economic decisions are made, there should be an attempt to understand the ramifications those decisions may have on human services. HHHS will work to establish open lines of communication with the City's executive department, legislative committees and staff in order to identify opportunities and barriers to the integration of the HSE in all City decisions, policies and regulations.~~

HSE 1.6

~~HHHS shall collaborate with the Island taxing jurisdictions to build a comprehensive and affordable safety net of human services.~~

HSE 1.7

~~HHHS should work with regional planners for the delivery of human services.~~

~~**Discussion:** The needs assessment, updated periodically, will help identify emerging problems in the community and assist in coordinating planning efforts to respond to the needs and assess appropriate levels of City funding.~~

HHHS GOAL 2**SERVICES TO HUMAN SERVICES PROVIDERS**

~~**Support and create opportunities that facilitate coordination, collaboration, communication, and cooperation among Human Services organizations.**~~

1 ~~**Intent:** Public and private human services providers will benefit from an agreed-upon~~
 2 ~~structure that consolidates, centralizes and manages some of the activities common to all within~~
 3 ~~the human services community.~~

4
 5 ~~**Discussion:** HHHS will provide the “scaffolding” that supports the delivery system. The~~
 6 ~~better the system functions, the better the people who use human services will be served. The~~
 7 ~~key to this goal is the “agreed-upon structure.”~~

8 **HSE 2.1**

9 ~~HHHS shall regularly convene agency administrators and/or representatives from the~~
 10 ~~Bainbridge Island human services organizations and taxing districts to serve as a forum for~~
 11 ~~discussion and planning regarding issues confronting human services.~~

12 **HSE 2.2**

13 ~~HHHS shall develop a comprehensive needs assessment and resultant planning effort.~~

14
 15 ~~shall ensure the existence and maintenance of a comprehensive database of information on~~
 16 ~~agency activity for use by the human services community, the City and other taxing districts,~~
 17 ~~and the general public.~~

18
 19 ~~**Discussion:** The data on human services usage and financial activity will establish an~~
 20 ~~authoritative database of statistics that will be of use in a variety of ways, including but not~~
 21 ~~limited to evaluating requests for funding from the City and assisting agencies in their grant~~
 22 ~~applications. The database will provide a clear picture of the demographics of services over~~
 23 ~~time and serve as a program and services planning tool. The process of creating such a database~~
 24 ~~should incorporate appropriate existing databases from agencies wherever possible and~~
 25 ~~appropriate. The confidentiality of people using human services must be protected.~~

26 **HSE 2.3**

27 ~~HHHS shall be responsible for consistent collecting and reporting of data for the city, other~~
 28 ~~agencies, and the community.~~

29 **HSE 2.4**

30 ~~HHHS shall ensure the existence and maintenance of a comprehensive database of information~~
 31 ~~on agency activity for use by the human services community, the City and other taxing districts,~~
 32 ~~and the general public.~~

33
 34 ~~**Discussion:** The data on human services usage and financial activity will establish an~~
 35 ~~authoritative database of statistics that will be of use in a variety of ways, including but not~~
 36 ~~limited to evaluating requests for funding from the City and assisting agencies in their grant~~
 37 ~~applications. The database will provide a clear picture of the demographics of services over~~
 38 ~~time and serve as a program and services planning tool. The process of creating such a database~~
 39 ~~should incorporate appropriate existing databases from agencies wherever possible and~~
 40 ~~appropriate. The confidentiality of people using human services must be protected.~~

41

1 **HSE 2.5**

2 ~~HHHS should ensure the existence of a central directory of local, regional, state, and federal~~
3 ~~human services organizations.~~

4 **HSE 2.6**

5 ~~HHHS should ensure efficient use of public resources by avoiding unnecessary duplication of~~
6 ~~services and encouraging cooperation among agencies that serve similar populations.~~

7
8 ~~**Discussion:** This is intended to provide constructive guidance, not to prohibit healthy~~
9 ~~competition.~~

10 **HSE 2.7**

11 ~~HHHS should promote volunteerism for the human services sector.~~

12 **HSE 2.8**

13 ~~HHHS should initiate, sponsor or conduct, alone or in cooperation with other public or private~~
14 ~~agencies, programs or activities to promote public awareness of human services.~~

15 **GOAL HF-1-3**

16 **FINANCIAL RESOURCES**

17 **City support for Develop fiscal stability of Bainbridge Island’s human services**
18 **organizations that serve Bainbridge Island residents shall be considered as part of the**
19 **City’s biennial budget process.**

20 **Policy HS 1.1**

21 The City shall seek to update the Bainbridge Island Community Needs Assessment
22 periodically to help identify emerging areas or concern and assist human service organizations
23 to respond to current needs.

24 **Policy HS 1.2**

25 Consider information from the Community Needs Assessment in the review process for
26 funding requests for City human service funds.

27 **Policy HSE 3-1-1.3**

28 ~~HHHS, as the official body of the City, shall endeavor to fund the implementation of the~~
29 ~~Human Services Element based on annual prioritized need through public and private sources.~~
30 Evaluate requests for City human service funding using a fair and transparent process that
31 includes public participation.

32 **Policy HS 1.4**

33 Support increasing emergency preparedness among all segments of the population to help
34 coordinate governmental response and recovery efforts that seek to minimize the adversity of
35 a major emergency or disaster.

1 **HSE 3.2**

2 ~~HHHS should develop public/private partnerships to broaden the funding base for human~~
3 ~~services organizations.~~

4 **HSE 3.3**

5 ~~HHHS should identify new funding sources for human services organizations.~~

6 **HSE 3.4**

7 ~~HHHS should assist non-profit human services organizations in developing good financial~~
8 ~~practices.~~

9 **GOAL HS-2 4**

10 **CONTINUUM OF SERVICES**

11 ~~**Support** Ensure a range of human services programs is available to people who need~~
12 ~~them by promoting and supporting³ a variety of affordable and physically accessible~~
13 ~~human services programs.~~

14 ~~**Intent:** It is important to recognize that there are priorities along the continuum of needs, with~~
15 ~~basic survival being the highest priority. The City's role is to support the local agencies that~~
16 ~~provide the delivery of human services, thereby ensuring that essential services are available.~~

17 **Policy HS 2.1 HSE 4.1**

18 ~~The City, through HHHS and other appropriate agencies, shall Support programs that meet~~
19 ~~the basic needs of survival such as food, clothing, shelter and access to emergency health care.~~

20 **Policy HS 2.2 HSE 4.2**

21 ~~The City, through HHHS and other appropriate agencies, shall Support programs that meet~~
22 ~~the crisis needs of vulnerable populations, including those who are most vulnerable to~~
23 ~~homelessness.~~

24
25 ~~**Discussion:** This includes programs that provide public health services and emergency shelter~~
26 ~~for victims of domestic violence and youth in crisis situations.~~

27 **Policy HS 2.3 HSE 4.3**

28 ~~The City, through HHHS and other appropriate agencies, should support Support preventative~~
29 ~~and early intervention programs, emphasizing programs (e.g., job training and parenting~~
30 ~~classes) that work to prevent social problems that negatively affect the health, safety, and well-~~
31 ~~being of the community.~~

32 **HSE 4.4**

33 ~~The City, through HHHS and other appropriate agencies, should support programs and~~
34 ~~activities that maintain and enhance the health and quality of life of target populations.~~

³ Throughout the goals and policies, we use the term "support" to allow for a variety of options, including but not limited to financial support, commendations, awards, staffing and materials.

1 Policy HS 2.4 ~~HSE 4.5~~

2 ~~The City, through HHHS and other appropriate agencies, should~~ Support programs that
 3 provide needed services for families, e.g., child or adult day care and respite care for caregivers,
 4 and mental health services.

5 Policy HS 2.5 ~~HSE 4.6~~

6 ~~The City, through HHHS and other appropriate agencies, should promote and support~~ Support
 7 programs designed to allow people who need assistance to remain in their homes or maintain
 8 their independence as long as possible.

9 Policy HS 2.6

10 Work with partner agencies and nonprofits to support programs that assist veterans, low-
 11 income elderly and residents with qualifying disabilities.

12 Policy HS 2.7

13 Encourage strong family relationships and healthy child development to help prevent child
 14 abuse, sexual assault, domestic violence and substance abuse.

15 Policy HS 2.8

16 Work in partnership with state, county and community agencies to prevent violence, including
 17 that associated with substance abuse, mental health and firearms injuries.

18 HSE 4.7

19 ~~The City, through HHHS and other appropriate agencies, should promote partnerships between~~
 20 ~~private and public sectors to expand the options for a wide variety of programs.~~

21 HSE 4.8

22 ~~The City, through HHHS and other appropriate agencies, should promote development of a~~
 23 ~~transportation system that addresses the physical accessibility to human services both on and~~
 24 ~~off the Island.~~

25
 26 **Discussion:** ~~Refer to back sections on Gaps and Problems Facing Agencies on page 9.~~

27 GOAL 5**28 FACILITY DEVELOPMENT**

29 **Support coordination and co-location of facilities.**

30
 31 **Discussion:** ~~Program and administrative space is expensive. The cost can take money away~~
 32 ~~from direct client services and be prohibitive to expansion to meet growing needs. It is in the~~
 33 ~~best interests of the human services sector and the community at large to share space and seek~~
 34 ~~cooperative funding for capital projects.~~

35 HSE 5.1

36 ~~HHHS shall undertake a feasibility study of facility needs of the human services sector.~~

HSE 5.2

~~HHHS should coordinate with the public and private sectors to develop methods to address the facility and utilities needs of the human services community.~~

~~**Discussion:** This includes encouraging compatible mixed use of facilities wherever possible to meet administrative and program needs of human services providers.~~

HSE 5.3

~~HHHS should encourage the compatible and efficient use and sharing of existing, as well as future, facilities by human services providers.~~

GOAL HS-3 6**HOUSING AND HUMAN SERVICES**

Recognize the interrelationship between housing and human services. The human services sector not only provides support services for those living in affordable housing, but also enables people at risk or in crisis situations to remain in their existing housing.

Intent: Human Services Element complements the Housing Element, which deals primarily with the development, retention and construction of affordable housing.

~~**Discussion:** The human services sector not only provides support services for those living in affordable housing, but also enables people at risk or in crisis situations to remain in their existing housing.~~

Policy HS 3.1 HSE 6.1

~~The City, through HHHS and other appropriate agencies, should support emergency rental assistance subsidies.~~

Policy HS 3.2

Promote the creation of a mix of housing alternatives and services for people at different levels of independence.

Policy HS 3.3

Remove regulatory barriers to alternative housing models to support housing for a wider range of the community.

HSE 6.2

~~HHHS shall provide a Community Advisory Board of the Housing Trust Fund per Ordinance 99-45.~~

HSE 6.3

~~HHHS, working with other appropriate agencies, shall monitor the impact of the cost and supply of housing on human services.~~

1 HSE 6.4

2 ~~HHHS, working with other appropriate agencies, shall monitor the housing needs of people~~
 3 ~~served by the human services sector.~~

4 HSE 6.5

5 ~~HHHS should advocate for affordable housing.~~

6 GOAL HS-4 7**7 ECONOMIC HEALTH AND HUMAN SERVICES**

8 **Recognize the interrelationship between economic health of the community and human**
 9 **services.**

10

11 **Intent:** Human Services Element complements the Economic Element, which promotes
 12 business retention and expansion of the City's economy, in the broadest sense. One intention
 13 of this goal is to monitor, and if necessary advocate for, employment opportunities that provide
 14 a living wage and basic benefits to reduce the dependence on certain human services. A second
 15 intention is to recognize the contribution of Hhuman services organizations contribute to the
 16 community's economic well-being by supporting individuals' efforts to be productive
 17 members of the community. This support has many forms, including but not limited to, child
 18 care, job skills training, human health and transportation vouchers.

19 Policy HS 4.1 HSE 7.1

20 The City shall serve as a model employer and an example to the larger community in
 21 addressing their employees' human service needs.

22 Policy HS 4.2 HSE 7.2

23 ~~HHHS should work with~~ Encourage local business organizations to create ~~encourage the~~
 24 ~~creation of~~ jobs that reflect good business practices, e.g., job training, employee benefits,
 25 family wages.

26 Policy HS 4.3 HSE 7.3

27 ~~The City, through HHHS and other appropriate agencies, should~~ Encourage businesses that
 28 actively support human services for workers and their families, e.g., provide on-site child care,
 29 transportation subsidies, flexible work hours.

30

31 **Discussion:** Incentives may include, but are not limited to, tax benefits and annual awards.

32 Policy HS 4.4 HSE 7.4

33 ~~The City should stress~~ Promote access to jobs, especially for lower-income people, youth
 34 workers, and people with disabilities, when involved with planning local and regional
 35 transportation systems.

36

CITY OF BAINBRIDGE ISLAND
COMPREHENSIVE PLAN AMENDMENT APPLICATION
 FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
 PENCIL WILL NOT BE ACCEPTED.



<p><u>DATE STAMP FOR CITY USE ONLY</u></p> <p>Bainbridge Island</p> <p>JUN 30 2015</p> <p>Dept. of Planning & Community Development</p>	<p style="text-align: center;"><u>TO BE FILLED OUT BY APPLICANT</u></p> <p>PROJECT NAME: <u>PRITCHARD PARK REZONE</u></p> <hr/> <p>TAX ASSESSOR'S NUMBER: <u>352 502 -1 -001 -2001</u> <u>352 502 -1 -035 -2001</u> <u>352 502 -1 -034 -2002</u></p> <hr/> <p>PROJECT STREET ADDRESS OR ACCESS STREET: <u>EAGLE HARBOR DRIVE</u></p> <hr/> <p style="text-align: center;"><u>FOR CITY USE ONLY</u></p> <p>FILE NUMBER: _____</p> <p>PROJECT NUMBER: _____</p> <p>DATE RECEIVED: _____</p> <p>APPLICATION FEE: _____</p> <p>TREASURER'S RECEIPT NUMBER: _____</p>
---	--

SUBMITTAL REQUIREMENTS	
APPLICATION	<i>One original (which must contain an original signature) and two copies</i> must be provided. Whenever possible, originals must be <i>signed in blue</i> . Please identify the original document.
SUPPORTING DOCUMENTS	<i>One original (which must contain an original signature)</i> , where applicable, and <i>two copies</i> (if an original is not applicable, <i>three copies</i> must be provided).
MAPS	Site-specific applications must include vicinity maps.
SUBMITTING APPLICATIONS	Applications <i>must be submitted in person</i> by either the owner or the owner's designated agent. Should an agent submit the application, a <i>notarized Owner/Agent Agreement</i> must accompany the application (owner/app agreement attached). Please call (206) 780-3750 to make an appointment to submit your application.
ATTACHED SUBMITTAL CHECKLIST	Please refer to attached Submittal Fact Sheet for further information. NOTE: When submitting this application, please do not copy or include the Submittal Fact Sheet attached to the back of this application.

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
 280 MADISON AVENUE NORTH • BAINBRIDGE ISLAND, WA • 98110-1812
 PHONE: (206) 842-2552 • FAX: (206) 780-0955 • EMAIL: pcd@bainbridgewa.gov
www.bainbridgewa.gov

CITY OF BAINBRIDGE ISLAND
 COMPREHENSIVE PLAN AMENDMENT APPLICATION
 FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
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A. GENERAL INFORMATION

1. Name of property owner: CITY OF BAINBRIDGE ISLAND
 Address: 280 MADISON AVE. N, BAINBRIDGE ISLAND WA 98110
 Phone: 206-842-2545 Fax: 206-780-8600
 E-mail: CITYADMIN@BAINBRIDGEWA.GOV
 Name of property owner: BAINBRIDGE ISLAND METRO PARK AND RECREATION DISTRICT
 Address: 7666 NE HIGH SCHOOL RD, BAINBRIDGE ISLAND, WA 98110
 Phone: 206-842-2306 x112 Fax: 206-842-0207
 E-mail: tarry@biparks.org (Tarry Landa)

If the owner(s) of record as shown by the county assessor's office is (are) not the agent, the owner's (owners') signed and notarized authorization(s) must accompany this application.

NOT AUTHORIZED SEE 30 JUNE MEMO BY C. SCHMID

2. ~~Authorized~~ Agent/Project Contact: CHARLES SCHMID
 Address: 10677 MANITOU PK. BLVD. BAINBRIDGE ISLAND, WA 98110
 Phone: 206-842-5313 Fax: N/A
 E-mail: C.Schmid@att.net

3. Does the amendment request concern a specific property (or properties)? YES NO

4. Does the request relate to a specific area of the island? YES NO (If yes, provide a description of the area or a map indicating the area.)

This request only applies to PRITCHARD PARK. SEE ATTACHED MAPS. Note that B.I. METRO PARK AND RECREATION DISTRICT plans to submit an application for all Bainbridge Island parks. PLEASE REFER TO 30 June memo.

5. Does this proposal include an amendment to the Land Use Map of the Comprehensive Plan?

YES NO If so, please describe: Change zone for Pritchard Park FROM WATER DEPENDENT INDUSTRIAL TO R/H/2/10SR-2 EXCLUDE THE POINT WHICH REMAINS CONTAMINATED AND A SUPERFUND SITE. SEE ATTACHED MAP

6. If approved, would your Comprehensive Plan Amendment require a Rezone of ^{this} ~~your~~ property?
 YES NO

CITY OF BAINBRIDGE ISLAND
COMPREHENSIVE PLAN AMENDMENT APPLICATION
FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
PENCIL WILL NOT BE ACCEPTED.



7. Provide a reference to the element(s) of the Comprehensive Plan that is proposed for amendment and pages of the plan, if applicable.

LAND USE ELEMENT / MAP

8. Provide proposed amendatory language. REZONE PRITCHARD PARK

FROM WATER DEPENDENT INDUSTRIAL

R00SR-2 ON OFFICIAL COMPREHENSIVE PLAN MAP

(SEE ATTACHED MAP)-

9. Explain the reasons behind this amendment proposal. PRITCHARD PARK FORMERLY

WAS THE SITE OF THE WYCKOFF CREOSOTE PLANT ZONED

WATER DEPENDENT INDUSTRY FOR OBVIOUS REASONS. WHY IT

REMAINS SO GIVEN IT HAS BECOME A PARK IS A MYSTERY.

OTHER PARKS ARE TYPICALLY R-2 (i.e. FAY BAINBRIDGE)

B. In order to assist the Planning Commission and the City Council in their selection of comprehensive plan amendments, please describe how your proposed amendment meets the following criteria.

1. The proposed amendment advances goals and policies of the Comprehensive Plan (please cite the goal or policy that supports the amendment):

THE GOALS AND POLICY FOR WATER DEPENDENT INDUSTRIAL

INCLUDE WG.1 - PRIMARY BOAT AND SHIP BUILDING. W.G.1 DOES

MENTION W/ POTENTIAL FUTURE USES.

2. The proposed amendment is consistent with the goals and regulations of the Growth Management Act:

YES. THE GROWTH MANAGEMENT ACT NOTE

COMPREHENSIVE PLANS MUST INCLUDE MAPS, AND

THIS AMENDMENT PROPOSES CORRECTING THE MAP.

3. The relationship of the proposed amendment to other City codes and regulations:

THE SHORELINE DESIGNATION IS ALREADY ISLAND

CONSERVANCY FOR PRITCHARD PARK WHICH IS

CONSISTANT FOR OTHER PARK PARCELS

CITY OF BAINBRIDGE ISLAND
COMPREHENSIVE PLAN AMENDMENT APPLICATION
FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
PENCIL WILL NOT BE ACCEPTED.



I hereby certify that I have read this application and know the same to be true and correct.

CHARLES SCHMID
*Signature of ~~owner~~ or authorized agent
applicant

30 JUNE 2015
Date

CHARLES SCHMID
Please print name

*Signature of owner or authorized agent

Date

Please print name

**If signatory is not the owner of record, the attached "Owner/Agent Agreement" must be signed and notarized*

NOT COMPLETED
SEE ATTACHED MEMO

Owner/Agent Agreement

NOT COMPLETED / SEE ATTACHED MEMO

The undersigned is (are) the owner(s) of record of the property identified by the Kitsap County Assessor's account number _____, Bainbridge Island

located at _____, JUN 30 2015

Bainbridge Island, Washington. The undersigned hereby gives (give) consent and approval to

Dept. of Planning & Community Development

to act on his/her (their) behalf as his/her (their) agent to proceed with an application for (please check all items that apply):

- preapplication conference
- planning permits
- construction permits (i.e. building, water/sewer availability, right-of-way, etc)

on the property referenced herein. This agreement authorizes the agent to act on the owner's behalf for the above checked applications through (date or specific phase) _____.

Owner of record

Date

Owner of record

Date

STATE OF WASHINGTON)
) ss.
COUNTY OF KITSAP)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared:

_____ to me known as the individual(s) described in and who executed the foregoing instrument, and acknowledged to me that he/she/they signed and sealed the said instrument, as his/her/their free and voluntary act and deed for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS MY HAND AND OFFICIAL SEAL, hereto affixed the day and year in this certificate above written.

Notary Public in and for the State of Washington

Residing at _____

My appointment expires: _____

Comprehensive Plan Map Amendment Application: Pritchard Park Rezone
Bainbridge Island

10677 Manitou Pk. Blvd.
Bainbridge Island, WA 98110
June 30, 2015

JUN 30 2015

Subject: Comprehensive Plan Map Amendment Application: Pritchard Park Rezone
Dist. of Planning & Community Development
Attachments: 1) Comprehensive Plan Amendment Map Application (5 pages)
2) Map of Three Parcels of Pritchard Park
3) Comprehensive Plan Map November 18, 2014

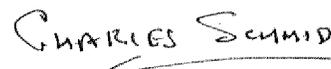
INTRODUCTION

Pritchard Park was zoned Water Dependent Industrial when it was formerly the site of the Wyckoff creosote plant. Subsequently it became a superfund site, with the Point still to be cleaned up. The site was purchased by the City under joint ownership with the Bainbridge Island Metropolitan Park and Recreation District and is being developed as a park with the Japanese-American Exclusion Memorial located at the western end. The City is currently working toward transferring its ownership to the Park and Recreation District. (See City Council Discussion "Transfer of Pritchard Park to BIMRD" March 3, 2015). The shoreline designation has been changed to Island Conservancy which is correct for a park. But for some reason the property has never been changed to a zone which is appropriate for a park. In general, parks have underlying residential zoning, such as Fay Bainbridge with OSR-2. This Comprehensive Plan Map Amendment is a Map request to change the zoning from Water Dependent Industrial to OSR-2. This is long overdue, and should have been taken care of many years ago.

REASONING FOR THIS APPLICATION

I am submitting this application as an individual citizen. I have not completed the information required for the Owner/Agent Agreement (Page 5 of 6) since this is public land. If it is decided that it does require City and Park signatures, I have discussed the reasons for submitting this map Amendment with the City (Kathy Cook, Planning Director) and the Parks and Recreation Metro District (Executive Director Terry Lande), and that I was submitting this application without the City's and Park's official approval. We agreed that the deadline will occur before the two owners were able to decide if they wanted to assign me as an agent, or if the City or the Parks and Recreation District wanted to serve as the applicant. In addition, the Parks and Recreation Metro District intends to submit a separate application to create a new zone, namely a Parks Zone which applies to all Bainbridge Island parks. If proper policies and regulations were created for this new zone, then this would make my reasons for changing the zoning for Pritchard Park moot, and hence I would withdraw this application.

If for some reason the Parks and Recreation Metro District application for a new Parks Zone fails, then I would hope the City and Parks and Recreation District would figure out the best approach to carry out the attached application to rezone Pritchard Park to OSR-2. One way or other Pritchard Park needs to have the proper zoning.



Charles Schmid, Ph.D.



02-26-2015 DATE	352502-1-001-2001 352502-1-035-2001 Pritchard Park	 <p>CITY OF BAINBRIDGE ISLAND PUBLIC WORKS ENGINEERING DEPARTMENT</p>
1 NUMBER	S35 T25 R2E, W.M.	

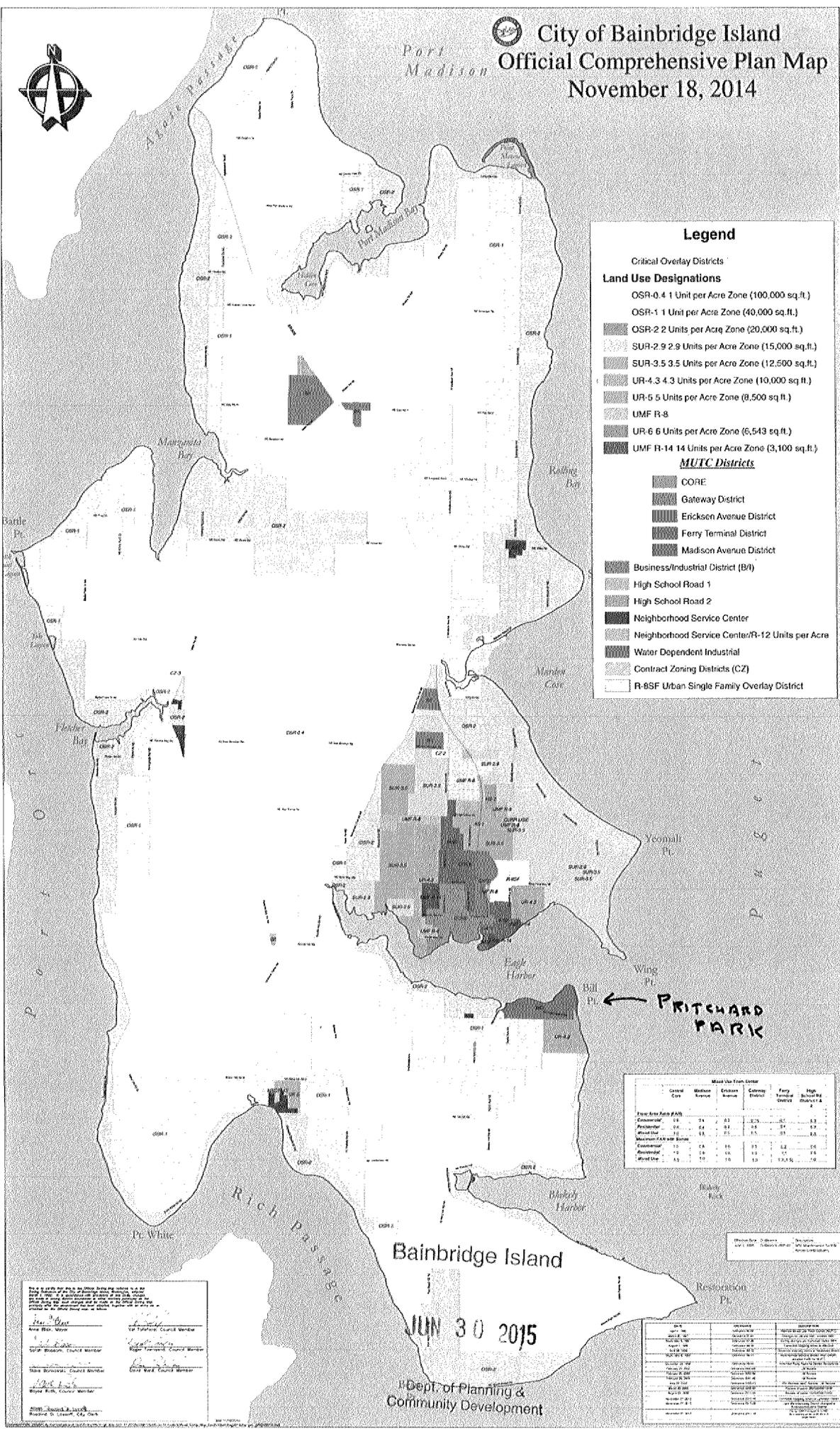
Bainbridge Island

PRITCHARD PARK

JUN 30 2015



City of Bainbridge Island
 Official Comprehensive Plan Map
 November 18, 2014



Legend

Critical Overlay Districts

Land Use Designations

- OSR-0.4 1 Unit per Acre Zone (100,000 sq.ft.)
- OSR-1 1 Unit per Acre Zone (40,000 sq.ft.)
- OSR-2 2 Units per Acre Zone (20,000 sq.ft.)
- SUR-2.9 2.9 Units per Acre Zone (15,000 sq.ft.)
- SUR-3.5 3.5 Units per Acre Zone (12,500 sq.ft.)
- UR-4.3 4.3 Units per Acre Zone (10,000 sq.ft.)
- UR-5 5 Units per Acre Zone (8,500 sq.ft.)
- UMF R-8
- UR-6 6 Units per Acre Zone (6,543 sq.ft.)
- UMF R-14 14 Units per Acre Zone (3,100 sq.ft.)

MUTC Districts

- CORE
- Gateway District
- Erickson Avenue District
- Ferry Terminal District
- Madison Avenue District

Other Districts

- Business/Industrial District (BI)
- High School Road 1
- High School Road 2
- Neighborhood Service Center
- Neighborhood Service Center/R-12 Units per Acre
- Water Dependent Industrial
- Contract Zoning Districts (CZ)
- R-8SF Urban Single Family Overlay District

	Central Core	Madison Avenue	Erickson Avenue	Gateway District	Ferry Terminal District	High School Road District
Population	18	24	23	23	21	13
Percentage	0.4	0.4	0.4	0.4	0.4	0.3
Area (sq. ft.)	10	15	15	15	15	10
Maximum Floor Area	10	15	15	15	15	10
Commercial	10	15	15	15	15	10
Residential	10	15	15	15	15	10
Street Use	0.3	0.3	0.3	0.3	0.3	0.3

This is a copy of the Official Comprehensive Plan Map of the City of Bainbridge Island, Alaska. It is a public document and is subject to the provisions of the Alaska Public Access Law, AS 40.05.010. The City of Bainbridge Island is not responsible for any errors or omissions in this map. The City of Bainbridge Island is not responsible for any damages or injuries resulting from the use of this map. The City of Bainbridge Island is not responsible for any claims or liabilities resulting from the use of this map. The City of Bainbridge Island is not responsible for any claims or liabilities resulting from the use of this map.

[Signatures and names of Council Members]

Bainbridge Island
 JUN 30 2015
 Dept. of Planning & Community Development

Map No.	Map Name	Map Date	Map Description
001	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
002	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
003	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
004	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
005	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
006	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
007	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
008	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
009	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map
010	Official Comprehensive Plan Map	11/18/14	Official Comprehensive Plan Map