



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

STAFF REPORT

WINSLOW HOTEL FILE #: PLN50880 SPR/CUP

Prepared by: Olivia Sontag, Planner

Date: June 7, 2019

Request: Site Plan and Design Review (SPR) - PLN50880 SPR
Conditional Use Permit (CUP) - PLN50880 CUP

Owner: Michael & Darden Burns LLC
Madison Avenue Development Inc.

Location: 253 Winslow Way W
241 Winslow Way W

Tax Parcel: 272502-4-097-2000
272502-4-098-2009

Part I: Description of Proposal and Recommendation

- 1. Description of Proposal:** Both properties are developed, totaling 1.85 acres, and are located within the Mixed Use Town Center – Central Core Overlay District. The applicant proposes redevelopment of the properties with an 87-room hotel, associated banquet space and meeting rooms, restaurant and bar, and spa. All parking is located on site, both under the building and in surface parking lots, totaling 136 spaces. The landscaped courtyard includes preservation of a large coastal redwood, a reflecting pond, and a bandshell. Frontage improvements include a six-foot wide sidewalk, bike lane, two on-street parking spaces, planting strips, and street trees.
- 2. Environmental Review:** The project is subject to State Environmental Policy Act (SEPA) review as provided in Washington Administrative Code (WAC 197-11-800).
- 3. Decision Process:** Through the Master Land Use Application, the applicant requested consolidated permit review of the Major Site Plan and Design Review (SPR) and Major Conditional Use Permit (CUP) in accordance with BIMC 2.16.170. A consolidated project permit application shall follow the application and notice procedure that results in the most extensive review and decision process. The director shall review the application materials, staff report, and the recommendations of the planning commission and shall prepare a report to the hearing examiner recommending approval, approval with conditions, or disapproval of the application. The planning commission's recommendation shall hold substantial weight in the consideration of the application by the director. Any deviation from that recommendation shall be documented in the director's report. The hearing examiner shall consider the application materials and the director's recommendation at a public hearing.

4. **Appeal:** The decision of the hearing examiner shall be final unless, within 21 days after issuance of a decision, a person with standing appeals the decision in accordance with Chapter 36.70 RCW or its successor.

Figure 1 – Site Plan

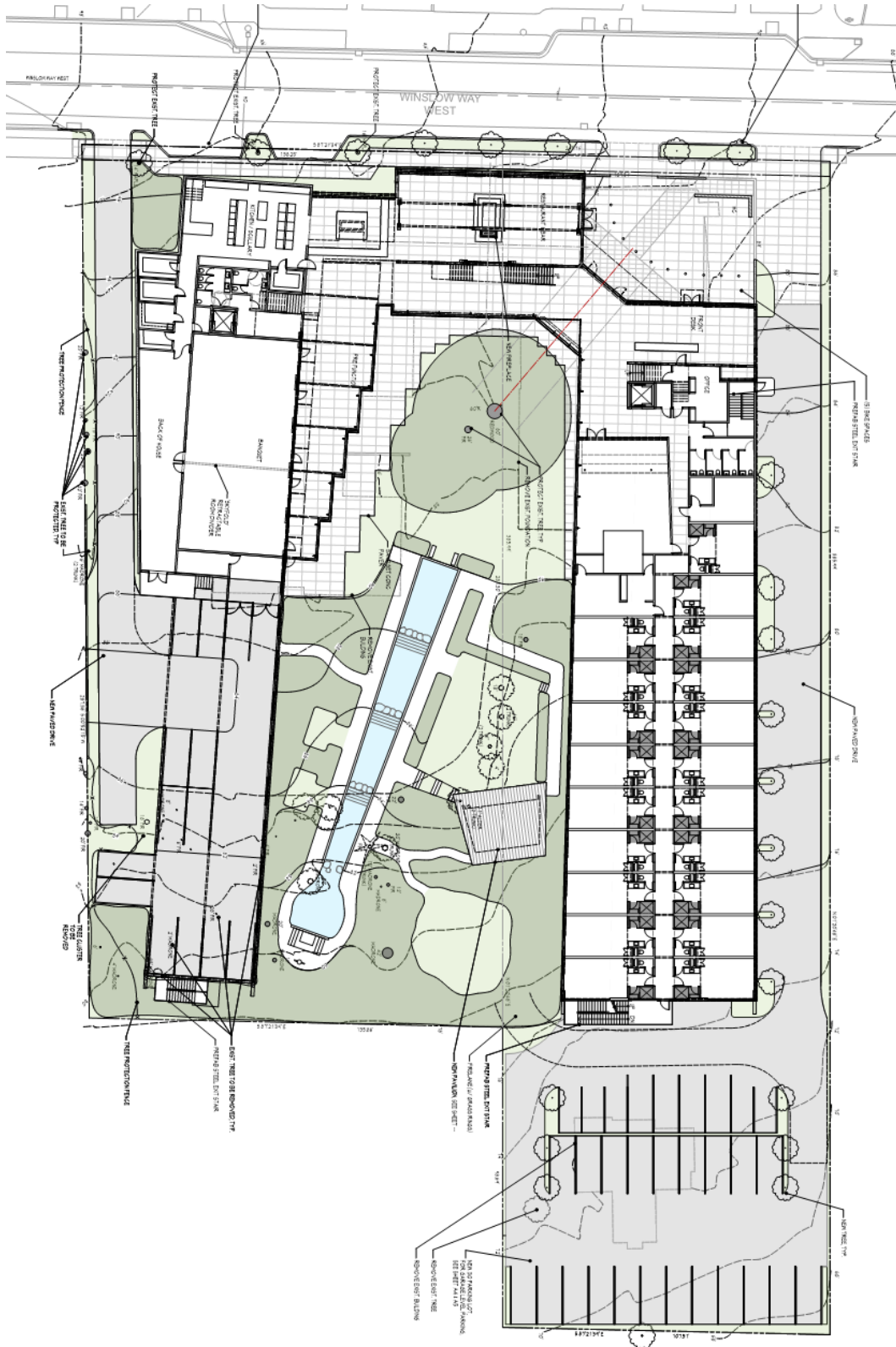
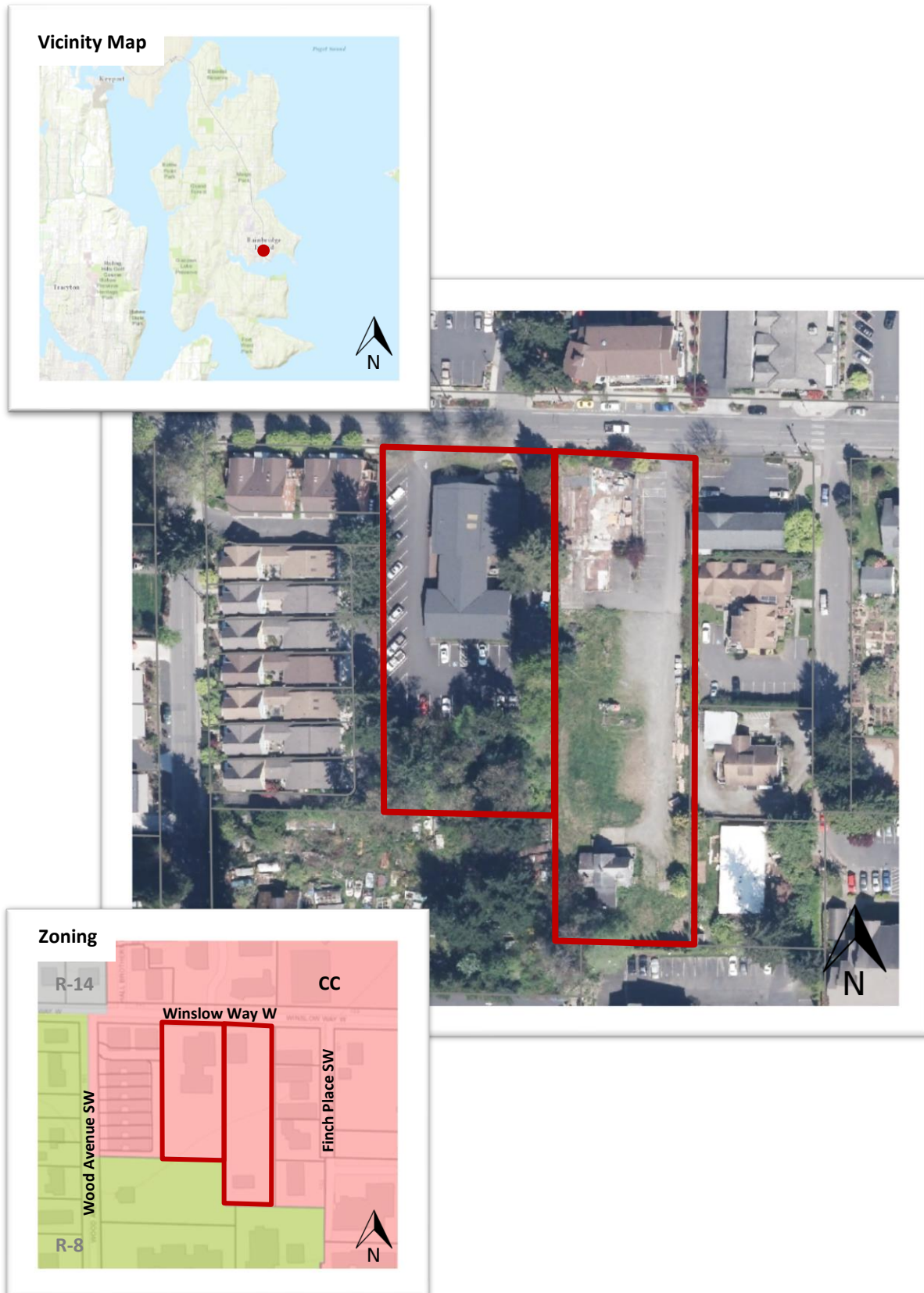


Figure 2 – Vicinity Map, Project Site, and Surrounding Zoning



Part II: General Information and Site Characteristics

Basic Information	
Zoning District	Mixed Use Town Center – Central Core Overlay (CC)
Gross Site Area	1.86 acres (80,855 square feet)
Soils and Terrain	Soils consist primarily of Glacial Till, Kapowsin gravelly ashy loam and have low infiltration characteristics. The site slopes to the southeast from elevation 96' to 68' at an average six-percent gradient.
Existing Development	The lots are currently developed with a commercial structure housing the Seattle Children's Bargain Boutique, a demolished commercial structure foundation, and a single family residence.

Public Services and Utilities	
Police	City of Bainbridge Island Police Department
Fire	Bainbridge Island Fire District
Schools	Bainbridge Island School District
Water	COBI Water Service Area and Rainwater Recycling
Sewer	COBI Sewer Service Area
Storm Drainage	The proposed system will capture site and roof run-off to a 42,000-gallon rain-water underground cistern for recycle, reusing approximately 500-700 gallons per day. Excess runoff will be discharged to the Winslow Way W public storm water conveyance system. All surface parking and drives are permeable.

Part III: Application Background

Date	Action	Summary
July 13, 2017	Preapplication Meeting #1	60 hotel rooms were proposed.
August 3, 2017	Preapplication Letter #1	Included comments from the Fire District and COBI Public Works Development Engineer.
September 11, 2017	Design Review Board (DRB) Meeting #1	Preliminary review and discussion. The DRB had concerns about scale of the façade, parking, guest arrivals, and service area plans. The DRB suggested scaling down the building with greenery, pedestrian access to create public spaces, carshare opportunities, and drawings that account for the scale and proximity of surrounding buildings.
January 9, 2018	Development Moratorium (Ordinance No. 2018-02)	The moratorium as originally adopted prohibited applications for many land use actions. The moratorium was subsequently modified to allow an exception for Major SPR and Major CUP proposals that were not otherwise subject to this moratorium and that had a preapplication conference on the Planning Department's calendar before the effective date of the moratorium. (Ordinance

		No. 2018-05) The moratorium was then revised again to exclude Major SPR and CUP proposals on properties located in the Mixed Use Town Center/Central Core Overlay District. (Ordinance No. 2018-09)
May 7, 2018	Design Review Board (DRB) Meeting #2	Continued preliminary review and discussion after a presentation from the applicant.
November 5, 2018	Preapplication Meeting #2	73 hotel rooms were proposed.
November 8, 2018	Preapplication Letter #2	Included comments from the Public Works Engineering Manager.
November 26, 2018	Public Participation Meeting	Meeting was well-attended with 100+ people. Comments and concerns centered around the scale of the hotel, parking, traffic, noise, light, smell, safety, privacy for neighbors, and how the hotel fits with the character of Winslow.
December 17, 2018	Design Review Board (DRB) Meeting #3	Review and discussion. The DRB was complimentary of the design and how the applicant had incorporated feedback from previous reviews. The DRB postponed their recommendation to a later meeting where they would have time to review all applicable design guideline checklists.
December 19, 2018	Ordinance No. 2018-20	Ordinance No. 2018-20 changed the SPR and Major CUP review process, requiring a new three-step preapplication process. The first and second steps require review by the DRB and the third requires a preapplication conference and a public participation meeting with the Planning Commission. The applicant had already completed three meetings with the DRB, two preapplication conferences with staff, and a public participation meeting. The Director did not require the applicant to start the process over again because design guidelines and other regulations had not changed.
December 27, 2018	Application Submittal	The applicant submitted a Master Land Use Application for a Major SPR and Major CUP, indicating consolidated project permit review, noticing, and decision. The proposal included 75 rooms.
January 7, 2019	Design Review Board (DRB) Meeting #4	The DRB reviewed all three applicable design guideline checklists finding that all items were met through the proposal. The DRB recommended approval with several conditions including an additional drawing showing the perpendicular two-foot planters along the parallel parking on the east side, description of the material pallet, plans for the hydraulic

		design of the roof drainage/gutter system once it was worked out, and asked that any substantial changes to building materials and roof articulation would be reviewed by the DRB.
January 17, 2019	Application for Administrative Code Interpretation	The applicant requested an Administrative Code Interpretation of the Bainbridge Island Municipal Code (BIMC) 18.15.010.D Perimeter Buffering and Screening. Specifically, the applicant asked for interpretation of the requirements within the Winslow Town Center Mixed Use District in Table 18.15.010-3: Perimeter Landscaping Requirements by Land Use and Zoning District. Does Table 18.15.010-3 apply to both abutting zoning and uses? What qualifies as 'single-family residential'? See the director decision below on February 21, 2019.
January 24, 2019	Determination of Completeness	Application was deemed complete.
February 8, 2019	Notice of Application and SEPA Comment Period/Hearing	14-day public comment period.
February 21, 2019	Director Decision on Administrative Code Interpretation	The Director's decision on the Administrative Code Interpretation included the following response: Table 18.15.010-3 applies to abutting zone districts or overlay districts and does not apply to uses of the abutting properties. Abutting 'single-family residential', refers to the following zones: R-0.4, R-1, R-2, R-2.9, R-3.5, R-4.3, and R-6. This decision resulted in no perimeter landscape buffers required for the hotel proposal.
April 17, 2019	Multi-Modal Transportation Advisory Committee (MTAC) Meeting	MTAC comments and public comments on the proposal centered around additional street trees, on-street parking, and sidewalk width including keeping the sidewalk level across the frontage.
April 26, 2019	Revisions #1	Revisions added 12 rooms with no increase in floor area, 12 parking spaces, nine windows in the courtyard, and removal of constructed seating in the courtyard near the bandshell. Applicant updated the traffic study, SEPA checklist, and water/sewer availability request.
April 26, 2019	Revised Notice of Application and SEPA Comment Period	14-day public comment period.
May 6, 2019	Design Review Board (DRB) Meeting #5	The DRB was briefed on the revisions received on April 26. They deemed the revisions minor and did not require additional DRB review.
June 3, 2019	Design Review Board (DRB) Meeting #6	The applicant proposed two alternatives that would decrease the overall size of the building. The first alternative would reduce the west wing

		of the building by 28 feet from the south, saving a landmark tree and several other significant trees, and adding six feet to the south of the east wing. The second alternative would pull the west wing eight feet further off of the west property line reducing the size of the courtyard and restaurant, creating more space for vegetative screening and parking along the west property line. The DRB recommended approval of both alternatives with no conditions. The applicant elected to proceed with the proposal presented to the DRB on May 6.
June 4, 2019	Revisions #2	Revisions clarified the locations of disabled access parking, electric vehicle charging stations, bicycle parking, and street trees. No changes were made to the building.

Part IV: Comprehensive Plan Goals and Policies

Elements	Goals and Policies
Introduction	Guiding Principle #1 Preserve the special character of the Island, which includes downtown Winslow's small town atmosphere and function, historic buildings, extensive forested areas, meadows, farms, marine views and access, and scenic and winding roads supporting all forms of transportation.
	Guiding Policy 1.2 Accommodate new growth in designated centers that meet the Island's identified needs for housing, goods, services and jobs while respecting conservation and environmental protection priorities.
	Guiding Policy 1.3 The built environment represents an important element of the Island's special character. Improve the quality of new development through a review process that implements the community vision and supports long-term goals for the preservation of the Island's special character.
	Guiding Principle #2 Manage the water resources of the Island to protect, restore and maintain their ecological and hydrological functions and to ensure clean and sufficient groundwater for future generations.
	Guiding Policy 2.1 Manage the water resources of Bainbridge Island for the present and the future, recognizing that the Island's finite groundwater resources [aquifers] are the sole source of our residents' water supply and are critical perennial sources for our surface waters and the ecosystems they support.
	Guiding Policy 2.2 As part of long-range land use planning, consider the impacts of future development to the quality and quantity of water that will be available to future Islanders and to the natural environment. Maintain sustainable groundwater withdrawal, protect aquifer recharge areas, guard against seawater intrusion and prevent adverse impacts to water quality from surface pollution.
	Guiding Principle #4 Consider the costs and benefits to Island residents and property owners in making land use decisions.
	Guiding Policy 4.1 Respect private property rights protected by the State and U.S. Constitutions.

	Guiding Policy 4.2 Recognize that private property rights are not absolute but must be balanced with necessary and reasonable regulation to protect the public health, safety and welfare.
	Guiding Principle #5 The use of land on the Island should be based on the principle that the Island's environmental resources are finite and must be maintained at a sustainable level.
	Guiding Policy 5.1 Regulate all development on the Island consistent with the long-term health and carrying capacity of its natural systems.
	Guiding Policy 5.2 Recognize that the sustainable use of the Island's finite land base is served by green building practices.
Land Use	GOAL LU-1 Plan for growth based on the growth targets established by the Kitsap Regional Coordinating Council: 5,635 additional residents and 2,808 additional jobs from 2010-2036 and at the same time promote and sustain high standards that will enhance the quality of life and improve the environment of the Island.
	GOAL LU-2 This Comprehensive Plan recognizes and affirms that as an Island, the city has natural constraints based on the carrying capacity of its natural systems. The plan strives to establish a development pattern that is consistent with the Goals of the community and compatible with the Island's natural systems.
	GOAL LU-3 Develop a meaningful process for citizen participation that includes participation from all segments of the Island community.
	GOAL LU-4 As part of a long-term Island-wide Conservation and Development Strategy, focus residential and commercial development in designated centers, increase a network of conservation lands, maximize public access while protecting the shoreline, minimize impacts from the SR 305 corridor and conserve the Island's ecosystems and the green and open character of its landscape.
	Policy LU 4.1 Focus development and redevelopment on the Island over the next fifty years in designated centers that have or will have urban levels of services and infrastructure while increasing conservation, protection and restoration on the Island, including shorelines, especially where there is interaction between the fresh and saltwater environments.
	GOAL LU-5 Focus Urban Development in Designated Centers: The Plan focuses residential, commercial, and industrial growth in Winslow and other designated centers with urban services such as the Neighborhood Centers, and the industrial centers at Day Road, and Sportsman Triangle. Collectively, Winslow, the Neighborhood Centers, and the two industrial centers constitute Bainbridge Island's designated centers.
	Policy LU 5.7 Encourage the design of buildings in designated centers for a long life and adaptability to successive uses over time.
	GOAL LU-6 Ensure a development pattern that is true to the Vision for Bainbridge Island by reducing the conversion of undeveloped land into sprawling development. Encourage improvement of aging or underutilized developments over development of previously undeveloped property.
	Policy LU 6.1 Land use designations reflect the priority of Bainbridge Island to remain primarily residential and agricultural with nonresidential development concentrated in the designated centers.
	Policy LU 6.2 Promote dense residential and commercial development and encourage human activity within Winslow, the heart of Bainbridge Island. In order to create a vibrant city center direct growth where infrastructure exists, reduce

	reliance on the automobile, provide opportunities for affordable housing and absorb growth that would otherwise be scattered in outlying areas. Plan for adequate parking in Winslow to accommodate residents and visitors who drive downtown for shopping, participation in local government, attendance at cultural events and centers, and to use other resources in Winslow.
	Policy LU 6.5 Process applications for development approval on Bainbridge Island within the timelines established in the City's land development regulations in order to ensure affordability, fairness, citizen notification and predictability in the land development process.
	GOAL LU-7 The Winslow mixed use and commercial districts are designed to strengthen the vitality of downtown Winslow as a place for people to live, shop and work. The Winslow Mixed Use Town Center (MUTC) is intended to have a strong residential component to encourage a lively community during the day and at night. The high residential density of Winslow requires the Central Core Overlay District to provide services and products that meet the needs of residents as well as visitors.
	Policy LU 7.1 The Island's major center for new commercial development is the Mixed Use Town Center (MUTC) and the other commercial districts in Winslow.
	Policy LU 7.3 Central Core Overlay District: The Central Core is the most densely developed district within the Mixed Use Town Center. Within this Overlay District, residential uses are encouraged, but exclusive office and/or retail uses are permitted. Mixed-use development within the Central Core Overlay District that includes a residential component may be exempt from requirements to provide off-street parking for the residential component of the project.
	GOAL LU-17 Strive to ensure that basic community values and aspirations are reflected in the City's planning program while recognizing the rights of individuals to use and develop private property in a manner that is consistent with City regulations. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
Economic	GOAL EC-1 Promote economic vitality, growth and stability. Bainbridge Island has the opportunity to create a robust, resilient and durable economy by demonstrating early leadership and acknowledging the changes that will affect our economy. Planning for these changes and taking actions that support and encourage a local economy will help reduce community vulnerability to issues such as aging demographics, housing availability, transportation constraints, and climate change. By providing enterprises that both serve and employ local residents, Bainbridge Island will be better able to withstand fluctuations in the larger regional economy. In addition, people who live and work in their community are available to invest time and money in their families, organizations, and community life. A key to a healthy, stable and vital economy is to create and undertake business opportunities that anticipate and respond to conditions that affect our community. This would include identifying emerging needs and markets so that Bainbridge Island businesses benefit from being on the leading edge of change.
	Policy EC 1.1 Develop and maintain regulations that provide support for our community's businesses.
	Policy EC 1.2 The city should embrace diverse and innovative business opportunities compatible with community values and develop programs to make Bainbridge Island an attractive location for those businesses. Bainbridge Island is affected by

	regional, national, international and global environmental and economic trends and changes in the physical environment. While we cannot control global economic or environmental conditions we can support the local economy by providing policy direction and land use infrastructure to allow for and encourage robust economic activities that are prepared for and responsive to change.
	GOAL EC-3 Promote business practices that protect the Island’s natural beauty, and environmental health, and support long-term business success. Environmental protection is a value expressed in the guiding principles that are the foundation of the comprehensive plan. A quality environment incorporates and enhances financial, natural, and social economic capital of the community.
	Policy EC 3.1 Encourage the use of green building materials and techniques in all types of construction, as well as design approaches that are responsive to changing conditions.
	GOAL EC-6 As the city’s designated centers evolve, balance their functions as places of commerce and employment with their roles helping to meet housing needs and provide focal points for civic engagement and cultural enrichment.
	Policy EC 6.1 Enhance the existing designated centers to help the Island economy prosper and provide a high quality of life, creating ancillary benefits such as decreasing pollution (including greenhouse gas emissions), protecting open space, and creating local family wage jobs.
	Policy EC 6.2 Utilize urban design strategies and approaches to ensure that changes to the built environment are at a locally appropriate scale and enhance the Island’s unique attributes, in recognition of the economic value of “sense of place.”
	Policy EC 6.7 Monitor parking requirements in the designated centers and revise them as needed to encourage business development, while reasonably accommodating parking demand. This should be done in concert with efforts to increase use of multi-modal transportation options, reduce dependence on automobiles and improve our local environment.
	GOAL EC-8 Maintain and enhance Winslow as the commercial hub of Bainbridge Island. Position the Neighborhood Centers to provide the opportunities for smaller-scale commercial and service activity.
	Policy EC 8.1 Reinforce Winslow as the mixed-use center for commerce and exchange by fully implementing the Winslow Master Plan.
	Policy EC 8.3 Promote locally-owned and independent businesses with standards that foster unique development.
	GOAL EC-9 Grow a healthy service sector to increase employment opportunities, enhance local revenues, and meet emerging needs of the Island’s changing demographics.
	GOAL EC-10 Support building design and construction industries to increase employment opportunities, enhance local revenues, and help ensure a built environment that responds to and reflects the Island’s Vision and Guiding Principles.
	GOAL EC-11 Tourism is a key sector of the Island’s economy and needs to be supported. Bainbridge Island provides unique opportunities for visitors to experience internationally recognized gardens, cultural centers, parks, and recreational events.
	Policy EC 11.1 Improve pedestrian links between the ferry terminal, downtown Winslow, and the harbor. Encourage visitors on foot and bicycle and support public transit and shuttle services.

	Policy EC 11.2 The predominant focus of downtown Winslow is to serve the commercial and social needs of Island residents. A lively, pedestrian-oriented town center that provides a mix of commercial and residential uses creates a potential tourist destination.
	Policy EC 11.3 Support the Island as a visitor destination by preserving and enhancing the unique qualities of our community.
	Policy EC 11.4 Encourage multiple-day stays and participation in selected Island events and destinations by off-Island visitors.
	Policy EC 11.5 Encourage bed and breakfasts and other creative tourist accommodations.
Environmental	Goal EN-4 Encourage sustainable development that maintains diversity of healthy, functioning ecosystems that are essential for maintaining our quality of life and economic viability into the future.
	Policy EN 4.1 Employ conservation design methods and principles such as low impact development techniques for managing storm and waste water, green building materials, high-efficiency heating and lighting systems.
	Policy EN 10.2 Encourage the retention of existing trees and vegetation and the planting of new trees and vegetation that provides natural filtration of suspended particulate matter, removes carbon dioxide and improves air quality.
	Policy EN 10.3 Evaluate the impacts and consequences of new development both during and subsequent to construction on air quality as a part of the environmental review process and require mitigation when appropriate.
	Policy EN 10.6 Reduce the quantity of airborne particulates through regulations for dust abatement of construction sites and street sweeping programs in areas with concentrations of both vehicular and pedestrian traffic.
	Policy EN 10.7 Maintain nuisance regulations to minimize offensive odors generated by commercial or industrial uses in proximity to residential uses.
	Policy EN 10.9 Transportation and energy production diminish air quality when power is produced with fossil fuel combustion. Maintain and improve Island air quality, by promoting the development of carbon free infrastructure.
	Policy EN 11.2 Promote actions such as equipment modifications and operational requirements that reduce noise from transportation modes, construction sites, industrial uses and commercial business establishments.
	Policy EN 12.2 Facilitate the improvement and convenience of low carbon mass transit and increased carsharing, cycling, walking and the development of alternative vehicle infrastructure (e.g., charging stations) to reduce greenhouse gas emissions.
	Goal EN-13 Preserve and enhance the view of the dark sky by controlling glare and light trespass.
	Policy EN 13.1 Enforce development regulations that provide standards for appropriate lighting practices and systems that will curtail the degradation of the nighttime visual environment.
Water Resources	GOAL WR-1 Manage the water resources of the Island in ways that preserve, protect, maintain, and where possible restore and enhance their ecological and hydrologic function.
	Policy WR 1.2 Groundwater, surface water and stormwater are resources that shall be protected and managed to preserve water quality and quantity, and to retain natural ecological and hydrologic function.

	GOAL WR-2 Protect the quality and quantity of groundwater on the Island to ensure clean and sufficient groundwater for future generations.
	Policy WR 2.1 Recognize that the Island functions as an aquifer recharge area. Low impact development techniques are essential for maintaining aquifer recharge.
	Policy WR 2.12 Encourage water re-use and reclamation to serve as a supplementary source for high-water users such as industry, parks, schools and golf courses as approved by the Washington State Department of Health.
	Policy WR 2.13 Require the retention of native landscapes to promote water quality and to reduce the need for irrigation.
	GOAL WR-5 Ensure that sewage is collected, treated and disposed of properly to prevent public health hazards and pollution of groundwater, Island surface water and the waters of Puget Sound.
	Policy WR 5.1 Regulations and procedures of the Washington State Department of Health and the Kitsap Public Health District apply to all on-site disposal systems. Coordinate with these agencies to assure regular inspection, maintenance and repair of all sanitary sewer and on-site systems located on the Island.
	Policy WR 5.3 Allow alternative systems such as sand filters, aerobic treatment, composting toilets and living-systems when approved by the Kitsap Public Health District.
	Policy WR 5.4 Require coordination between the on-site septic and storm drainage disposal systems designs to ensure the proper functioning of both systems.
	Policy WR 5.8 Provide the service of operation and maintenance management for approved large on-site sanitary sewer systems or community sanitary sewer systems in coordination with the Kitsap Public Health District.
Transportation	GOAL TR-1 Encourage the development of an integrated multimodal transportation system that provides a range of safe transportation alternatives and increases the through movement of people, maximizing use of non-motorized and public transit.
	Policy TR 1.3 Encourage and support the establishment of ride sharing and ride hailing services.
	GOAL TR-2 Provide a non-motorized transportation system that is a planned and coordinated network of shoulders, sidewalks, trails, footpaths, bikeways and multi-purpose trails that connect neighborhoods with parks, schools, the shoreline, the ferry terminal and commercial areas.
	Policy TR 2.4 Provide a network of sidewalk facilities adjacent to roadways in designated centers with the Winslow area given priority. Sidewalks shall be of sufficient width to accommodate expected pedestrian use, including safe crossings with adequate overhead or embedded lighting. Where possible, separate sidewalks from the roadway with a street tree planting strip and buffer. Designs should accommodate users of all abilities, meeting ADA requirements.
	Policy TR 5.3 Encourage schools, the private sector and the public sector to adopt programs that reduce SOV use including telecommuting, promotion of ridesharing, walking, biking and reliance on buses.
	Policy TR 6.4 Enforce the City's concurrency ordinance and monitor the expected transportation impact of proposed development on the available capacity of the roadway system. Early in the development review process, ensure that there are adequate transportation facilities or that improvements are planned, scheduled and funded for completion within six years.

	Policy TR 6.5 Develop access management programs to control the location and number of curb cuts. Control the location and spacing of commercial driveway entrances and the design of parking lots to avoid congestion near intersections, line of sight obstructions and confusing circulation patterns. Design to prevent pedestrian and vehicular accidents.
	GOAL TR-8 Consider the special needs of neighborhood safety, pedestrian and bicycle facilities, transit use and facilities and traffic flow in the development of transportation improvements that affect neighborhoods.
	Policy TR 8.1 Protect residential neighborhoods from the impacts of cut-through motor vehicle traffic by providing appropriate connecting routes and applying appropriate traffic-calming measures to control vehicle volumes while maintaining emergency vehicle response times.
	Policy TR 8.2 Support the character of neighborhoods by providing neighborhood programs and projects for place making, traffic calming, greenways, appropriate street width, lighting for safety, curb cuts, and pedestrian and bicycle facilities as consistent with the Comprehensive Plan.
	GOAL TR-9 Support the safe use of the transportation system by maintaining the roadway system and including necessary safety enhancements in transportation improvement projects.
	Policy TR 9.4 Provide street lighting, including safety features designed for sidewalks, to address safety issues. Light design and placement should minimize glare and light spillage and maximize visibility of pedestrians and bicyclists.
	GOAL TR-10 The availability of public parking is an asset to commercial districts and a benefit to island residents and visitors. Parking is a vital element of the designated centers.
	Policy TR 10.1 Provide adequate parking in designated centers. Development of street frontages in urban commercial areas should maximize on-street parking to the extent practical. Development projects in urban residential areas should consider on-street parking rather than off-street parking.
	Policy TR 10.2 Preserve on-street parking in the mixed-use commercial districts of Winslow and designated centers. City projects in commercial districts should maximize parking to the extent practical within the existing rights of way. Note that “Complete Streets” projects must also balance other functions such as non-motorized uses. Seek opportunities to expand public parking.
	Policy TR 10.5 Support parking programs for customers in retail and service areas and employees of local businesses in the mixed-use districts of Winslow. Work with business owners to limit employee parking to off-street facilities to optimize available, convenient parking for patrons. Continue to manage City public parking to maximize close-in parking for patrons of local businesses and assist in providing some daily off-site parking for employees at walkable outlying locations.
	Policy TR 10.6 Encourage bicycle parking in the designated neighborhood centers and at public facilities. Provide bicycle parking at locations convenient to businesses providing goods and services and for employees who commute to work by bicycle. Provide bicycle storage at transit facilities.
	Policy TR 11.3 Create safe, attractive, and functional pedestrian and bicycle circulation within Winslow and designated neighborhood centers through the design and implementation of Complete Streets to enhance community character.

	Policy TR 11.4 Minimize the use of street lighting outside of Winslow, except to address safety.
	Policy TR 15.2 Require all new and expanded development to maintain the adopted Transportation LOS standards. The pro-rated cost of any improvements needed to maintain the adopted LOS shall be the responsibility of developers.
	Policy TR 15.3 Require new and expanded developments to construct, or upgrade unimproved and/or under improved roadways, or participate in the funding of roadways that conform to City standards.
Capital Facilities	Policy CF 2.3 Require new development to fund the capital facilities needed to serve the development.
Utilities	Policy U 12.2 Within public sewer system service areas, new construction should provide for eventual connection to public sewer systems.
	Policy U 12.3 Sewer connections will not be required where septic systems are fully functional and maintained, except as provided by law.
	Policy U 12.6 Improve the quality and reduce the quantity of effluent discharged to Puget Sound.
	Policy U 13.2 Require new development to provide both on-site and off-site improvements necessary to avoid adverse water quality and quantity impacts.
	Policy U 13.3 Use low impact development standards wherein infiltration of stormwater is preferred over surface discharge to downstream systems, so as to encourage the return of uncontaminated precipitation to the soil at natural rates near where it falls through the use of detention ponds, grassy swales, and infiltration facilities.
	Policy U 13.4 Design and construct stormwater systems that provide for removal of pollutants and sediment through bio-filtration or other means.
	Policy U 13.5 Minimize disruption and/or degradation of natural drainage systems, minimize impervious areas by restricting site coverage, and encourage site permeability by retaining natural vegetation and buffers, and specifying use of permeable materials.
	Policy U 13.6 Manage surface water in a manner which prevents pollutants from industrial, commercial, and agricultural land uses from entering ground or surface waters.
	Policy U 14.2 Encourage the conservation of electrical energy, especially during periods of peak usage, and encourage energy saving building code strategies, local renewable energy, and other cost effective approaches to meeting the island's energy needs, including distributed energy systems.
	Policy U 14.8 Encourage new development to integrate environmentally responsible and innovative energy systems.
Cultural	Policy U 16.7 Require new development to have underground conduits suitable for existing and foreseeable new utilities such as cable and broadband.
	Policy CUL 1.5 Support the emergence of cultural spaces Island-wide especially in designated centers where they are accessible to a broad range of people encouraging both informal and planned gatherings and recreation.
	GOAL CUL-2 Preserve and promote the distinctive character, history, traditional cultures and institutions of Bainbridge Island and take advantage of the Island's cultural stature within the dynamic economy of the Puget Sound region.

	Policy CUL 2.1 Promote Bainbridge Island’s “Sense of Place” by supporting an ongoing public dialogue about preservation, sustainability, hospitality and the influence of the arts, history and culture.
	Policy CUL 2.2 Support artistic, historic and cultural events, institutions and places for sharing the Island’s unique built and natural character with residents and visitors.
	Policy CUL 2.3 Cultivate partnerships among the arts and humanities, economic development and tourism sectors.
	Policy CUL 3.2 Support the City’s Historic Preservation program to identify and preserve historic and cultural resources, including historic farms and heritage trees.
	Policy CUL 3.5 Recognize the probability of discovering new Native American cultural resources throughout the Island.
	Policy CUL 5.6 Promote public art in new commercial developments.
Human Services	Policy HS 4.2 Encourage local business organizations to create jobs that reflect good business practices (e.g., job training, employee benefits, family wages).
	Policy HS 4.3 Encourage businesses that actively support human services for workers and their families (e.g., provide on-site childcare, transportation subsidies, flexible work hours).
Staff Analysis of the Comprehensive Plan Goals and Policies:	<p>The Comprehensive Plan clearly identifies special character, small town atmosphere, locally appropriate scale, sense of place, and green building as design considerations. It also identifies the Central Core as the most densely developed district, promotes the concentration of nonresidential development that reduces reliance on automobiles, and encourages a vibrant city center to for a lively community during the day and at night. The proposal meets applicable design guidelines, height, dimension, and other density standards. The hotel’s height along Winslow Way matches the height of the building directly across the street to the north. The hotel is taller than adjacent buildings to the east and west. The design incorporates cedar beams and other natural and sustainable materials that speak to the Island’s character. A glass entry highlights a large coastal redwood in the courtyard and a reflecting pond beyond with landscaping inspired by the Bloedel Reserve.</p> <p>A hotel increases employment opportunities, economic vitality, provides gathering spaces, and supports tourism. The proximity to the ferry system, public transit options, and frontage improvements such as a 6-foot sidewalk and bike lane reduces the reliance on automobiles. The hotel, sidewalk, and parking, including a van-accessible parking space in the entry court provide disabled access. The proposal exceeds parking recommendations from the consultant with all spaces located on site, proposes a van as hotel shuttle service, provides on-street spaces with an electric vehicle charging station and seven others located in the parking garage, and exceeds bicycle parking requirements. The traffic impact analysis prepared by the applicant’s consultant evaluates the impacts of proposal including other projects currently underway in the project vicinity and concluded that no mitigation was required.</p> <p>Designated centers such as the Mixed Use Town Center accommodate new growth to preserve less dense residential areas and critical areas. Improvement and redevelopment of underutilized land is encouraged. This site is currently underutilized and does not contain critical areas. The proposal recognizes the</p>

	<p>Island's natural constraints and proposes rainwater recycling, permeable parking and drive surfaces, and solar panels for low impact development. The proposal retains over 100 tree units and proposes to plant an additional 137 new trees totaling over 16,000 square feet of newly planted areas using almost exclusively native species.</p> <p>The applicant consulted with an acoustical engineer in response to neighbor concerns about noise impacts. The proposal uses landscaping, green walls, a bandshell, and enclosed the trash and recycling under the building to reduce impacts from noise, odor, and light. The City has also proposed conditions such as a wall along the west property line to help mitigate noise and light impacts.</p> <p>The proposal is subject to a recently adopted review process that gives substantial weight to the recommendations of the Design Review Board and Planning Commission. The review process included two comment periods, a total of eight public meetings, and will have a public meeting with the Planning Commission, and a public hearing with the Hearing Examiner for a meaningful participation process. The Design Review Board reviewed the proposal six times and the applicant was very responsive to suggestions resulting in quality development that meets the City's design guidelines. The applicant made many revisions in response to public comment including keeping all parking on site, increasing parking, enclosing trash and recycling, adding perimeter landscaping, and reducing accommodations for outdoor music. The City has considered all public comment and has proposed conditions that mitigate impacts. As conditioned, the proposal is consistent with Comprehensive Plan goals and policies.</p>
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Part V: Public Notice, Public Comments, and Agency Comments

1. Public Notice

Date	Action	Summary
February 8, 2019	Notice of Application/SEPA Comment Period/Hearing Published	14-day comment period.
February 22, 2019	End of Comment Period	74 public comments received.
April 26, 2019	Revised Notice of Application/SEPA Comment Period Published	14-day comment period. The project was re-noticed after the applicant made revisions adding 12 rooms and 12 parking spaces. All comments received during the original comment period remained valid.
May 10, 2019	End of Comment Period	60+ new public comments received and a petition with over 80 signatures to deny the proposal.

2. Public Comments

Summary of Comment	City Response
<p>Building Design and Scale: Too many rooms and should be reduced, structure is too large, is not a boutique hotel, land is too small for the hotel, limit to two stories, long east and west elevations, height and type of building damage appearance of downtown, concerned that the public won't see the redwood with building design.</p>	<p>The Design Review Board reviewed the proposal for scale and concluded that the building is visually split into three elements and maintains the scale of the district per the Commercial and Mixed Use Guideline 15: maintain smaller scale commercial buildings by asking that buildings in excess of a 10,000 square foot footprint be visually split into two or more distinct elements. The hotel is within the BIMC Title 18 dimensional standards including lot coverage, density, setbacks, and height. The proposed structure is the same height as the building directly across the street.</p>
<p>Preserving the Character of Winslow: Will change the experience of the Island, inadequate parking and traffic impacts will compromise the scale and feel of Winslow, losing the small town feel, creates a frenzied and busy environment, downtown is already overcrowded.</p>	<p>The Comprehensive Plan and BIMC Title 18 identify the Central Core as the most densely developed district and promotes the concentration of nonresidential development that reduces reliance on automobiles. The design incorporates cedar beams, natural materials, tree retention, and landscaping that capture the Island's character and standard for quality development.</p>
<p>Residential Neighbors: Should not be located next to a dense residential area and quiet side streets, should be sympathetic to existing residences, suggest landscaping between building and residents on the west side for screening, diminishes values of adjoining homes, detrimental to the long-term mental and physical health of citizens and guests.</p>	<p>Surrounding uses primarily include dense residential and commercial development. In response to concerns, the applicant has incorporated landscape buffers and additional tree retention to provide relief to adjacent properties. Zoning several properties to the west transitions to residential so the applicant has concentrated the hotel entrance and operations on the east side. The City has conditioned the project to provide a minimum six-foot high wall along the west property line in the southeast corner.</p>
<p>Not a Preferred Use: Use for the site should be residential, a hotel district should be provided elsewhere, development is incompatible, shouldn't be next to homes, condos, senior living, community gardens, schools, or small commercial businesses, contributes nothing to local businesses, no local benefits from having a hotel, employees won't live on the Island, no need for banquet space, meeting rooms, and restaurant, increase in trash left behind from events.</p>	<p>Hotels require a conditional use permit in the Central Core, Gateway, and Ferry Terminal zoning districts and are a permitted use in the High School Road zoning district. A major conditional use permit is a mechanism by which the City may require specific conditions on development or the use of land to ensure that designated uses or activities are compatible with other uses in the same zone and in the vicinity of the subject property. If imposition of conditions will not make a specific proposal compatible the proposal shall be denied.</p>

<p>Economic Impact: Economic viability, concerned that the hotel business will fail, doesn't pencil financially, wants the City to look at the business plan, could become an abandoned eyesore, other hotels on the Island are not at capacity, displaces the Seattle Children's store, reduces quality of existing stores, unknown housing for new employees.</p>	<p>The City does not require review of business plans. The hotel projects upwards of 50 staff members.</p>
<p>Parking and Traffic Impacts: Don't allow off-site parking, suggest underground parking or a smaller project, parking should rely on maximum demand, traffic study is based on October rather than summer months, the City should conduct its own parking study of the proposal, parking is already a problem, cars backing up onto Winslow Way, left turns will cause gridlock, expand the roads, don't rely on on-street parking, hotel should have a shuttle service, more congestion and accidents, intersection of Madison and Winslow is already a problem and may need a traffic light, limit number of events per year, pedestrian and bike safety is not considered, needs fire turnarounds,</p>	<p>In response to concerns, the applicant has provided all parking on site. The majority of the parking is located underground and exceeds the recommended number of parking stalls. The City has reviewed the parking study and concurs with the methodology and recommended number of spaces. The service entrance provides a turnaround and vehicles will not be backing up onto Winslow Way. If the entry court is full, visitors can use the two-way entrance to access the parking garage to self-park. The applicant has proposed a hotel shuttle service. The traffic impact analysis concluded that no mitigation or improvements to intersections were necessary for the traffic impacts from the proposal. Frontage improvements include new sidewalks and a bike lane. A fire turnaround is provided on both the east and west drives.</p>
<p>Noise, Light, and Odor Impacts: Noise from outdoor courtyard, restrict outdoor events, no amplified music, service drive should be moved to the east side, restrict delivery times, bandshell and amphitheater should not be allowed, sound is already a problem in Winslow Green, construction impacts, require more stringent noise restrictions with a study and quarterly monitoring, enclose the loading dock and drive area, sound barriers around external HVAC units, lighting to comply with dark sky standards, concerned with noise impacting residences to the south, restaurant exhaust and cooking odors, truck back-up alarms, sound of disposal of waste during the day.</p>	<p>The applicant consulted with an acoustical engineer in response to neighbor concerns about noise impacts. The proposal uses landscaping, green walls, a bandshell, and enclosed the trash and recycling under the building to reduce impacts from noise, odors, and light. The City has also proposed conditions such as a wall along the west property line to mitigate noise and light impacts.</p>
<p>Utilities and Environmental Impact: Water supply concerns, sewage capacity and old pipes, status of the living building challenge, concerns about an on-site well near creosote plant and saltwater, on-site septic odor and possibility of failure, impacts of woodburning and cleaner options should be considered, impacts to landfill, strain on the aquifer.</p>	<p>The proposal maintains the existing grade of the site, exceeds tree retention and landscaping requirements, and makes surface parking and drives permeable for natural drainage. The drainage system will capture site and roof run-off to a 42,000-gallon rain-water underground cistern for recycle, reusing approximately 500-700 gallons per day. Excess runoff will be discharged to the</p>

	Winslow Way W public storm water conveyance system. All surface parking and drives are permeable. The proposal has received a non-binding water and sewer availability letter from the City and will be required to have a binding letter for building permit issuance. No on-site well or large on-site sewage system is proposed.
Support for Hotel: No objections to a hotel if it's done in accordance with the code, happy about the local business the hotel will bring, a place for family to stay, highest standards of green architecture, aesthetically pleasing.	The applicant intends to pursue petals of the living building challenge and has designed the building to have low impacts.

3. Agency Comments

Date	Agency	Summary of Comment
December 17, 2018	Design Review Board (DRB)	The applicant gave a presentation of the proposal. The DRB asked the applicant to return on January 7, 2019 in order to have more time to review each of the required design guideline checklists.
January 7, 2019	Design Review Board (DRB)	<p>The DRB reviewed all three (3) design guideline checklists including Core Overlay District Guidelines, Guidelines for Commercial and Mixed Use Projects, and General Guidelines for all Overlay Districts. The DRB recommended approval of the guidelines with several conditions:</p> <ul style="list-style-type: none"> • An additional drawing showing the perpendicular two-foot planters along the parallel parking on the east side. Applicant agrees in principle to provide two feet of landscaping along an east-west direction adjacent to the parking lot. Applicant further agrees to provide for DRB approval a revised parking layout to increase landscaping. • A description of the material pallet. Applicant has not made a final decision on building materials and colors. Applicant is leaning towards unfinished cedar with reverse board and batten exterior. Applicant agrees to provide a description of materials palate for DRB review in the next several weeks. • The plans for the hydraulic design of the roof drainage/gutter system once it was worked out. Applicant states that the roof drainage is critical to the performance of this building (to meet LEED guidelines) and will propose a zoned roof drainage system. If water is removed from roof via internal building system, no further DRB review is required.

		<ul style="list-style-type: none"> Any substantial changes to building materials and roof articulation would be reviewed by the Design Review Board. If applicant proposes an external drainage system (i.e., downspouts and gutters), the DRB would like to review proposed system for building scale, building articulation and impact on surrounding uses.
January 7, 2019	Kitsap Public Health District (KPHD)	KPHD had no comments.
April 17, 2019	Multi-Modal Transportation Advisory Committee (MTAC)	<p>MTAC had the following comments:</p> <ul style="list-style-type: none"> Keep sidewalk level across driveways. Consider additional street trees. Is parking on the street required? Move sidewalk back to edge of ROW. Sidewalk should be six feet wide minimum. Where the building abuts the sidewalk, there should be an 18-inch wide minimum shy zone.
May 1, 2019	Bainbridge Island Fire District (BIFD)	The Fire Marshal recommended approval with conditions.
May 6, 2019	Design Review Board (DRB)	The DRB was briefed on the revisions received on April 26. They deemed the revisions minor and did not require additional DRB review.
June 3, 2019	Design Review Board (DRB)	The applicant proposed two alternatives that would decrease the overall size of the building. The first alternative would reduce the west wing of the building by 28 feet from the south, saving a landmark tree and several other significant trees, and adding six feet to the south of the east wing. The second alternative would pull the west wing eight feet further off of the west property line reducing the size of the courtyard and restaurant, creating more space for vegetative screening and parking along the west property line. The DRB recommended approval of both alternatives with no additional conditions.
June 5, 2019	COBI Public Works - Engineering	The City's Public Works Development Engineer recommended approval with conditions.
June 7, 2019	COBI Operations and Maintenance	The City issued a non-binding commitment for water and sewer system capacity.

Part VI: Land Use Code Analysis

1. BIMC Title 16 Environment

a. BIMC 16.32 Protection of Landmark Trees

Landmark Tree Removal	Required/Allowed	Proposed
Landmark Tree Criteria	A Pacific Madrone (<i>Arbutus menziesii</i>) 24 inches in diameter at breast height or greater qualifies as a landmark tree and shall be	The tree proposed for removal is a Pacific Madrone (<i>Arbutus menziesii</i>) 35 inches in diameter at breast height and requires a Landmark Tree

	retained unless a Landmark Tree Removal Permit is issued, meeting the decision criteria in BIMC 16.32.030.	Removal Permit in order to be removed. The applicant has not submitted an application and does not appear to meet the decision criteria. Absent of a Landmark Tree Removal Permit, the 35-inch Pacific Madrone shall be retained. The project has been conditioned to require reduction of the building size on the west wing to preserve and protect the landmark tree.
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2. BIMC Title 18 Zoning

a. BIMC 18.06.030 Mixed Use Town Center Zone

Zoning	Purpose
Mixed Use Town Center (MUTC)	The purpose of the Mixed Use Town Center zone is to implement the Mixed Use Town Center sections of the comprehensive plan. The Mixed Use Town Center should strengthen the vitality of downtown Winslow as a place for people to live, shop and work, to provide a strong residential component, and to encourage a lively community during both the day and night. The Mixed Use Town Center zone includes five overlay districts that allow diverse types of housing, shopping, civic facilities, recreation and employment. The mix of land uses promotes a pedestrian atmosphere, enhances the viability of the town center, and allows development in a manner that is harmonious with the scale of the town center.
Central Core Overlay District (CC)	The central core overlay district is the most intense district within the Mixed Use Town Center. Within this overlay district, residential uses are encouraged, but exclusive office and/or retail uses are permitted.

b. BIMC 18.06.030 Mixed Use Town Center Zone Performance Standards

Performance Standard	Required/Allowed	Proposed
Noise	No use shall exceed the maximum environmental noise level, established by Chapter 173-60 WAC, as adopted in Chapter 16.16 BIMC.	The applicant consulted with an acoustical engineer in response to neighbor concerns about noise impacts. The proposal uses landscaping, green walls, a bandshell, and enclosed the trash and recycling under the building to reduce impacts from noise. The City has also proposed conditions such as a wall along the west property line to help mitigate noise impacts. The project has been conditioned to comply with this standard.

Air Quality Emissions	No use in this district shall produce	The project has been conditioned
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	emissions of smoke, dust and/or odors beyond the property boundary that may unreasonably interfere with any other property owners' use and enjoyment of his/her property. In addition, all sources and emission units are required to meet the emission and the ambient air quality standards specified in Chapter 173-400 WAC, and administered by the Puget Sound Air Pollution Control Authority (PSAPCA), and shall apply to all air contaminants listed in that regulation.	to comply with this standard.
Lighting	Lighting standards set forth in BIMC 18.15.040 shall apply to the mixed use districts.	The project has been conditioned to comply with this standard.

c. BIMC 18.09 Use Regulations

Proposed Use	Definition
Hotel (Conditional Use)	"Hotel" means a building or group of buildings containing guest rooms, where, for compensation, lodging is provided for transient visitors. A hotel or motel may contain one or more restaurants. A hotel or motel is not a bed and breakfast lodging or inn as defined and regulated elsewhere in this code.
Restaurant (Permitted Use)	"Restaurant" means a restaurant or cafe (excluding formula take-out food restaurants) that sells prepared food or beverages and also offers accommodations for consuming the food or beverage on premises.
Entertainment Facility (Permitted Use)	"Entertainment facility" means a performing arts theater, or cinema, concert venue, or circus/festival; venue not included in the definition of "Recreation activities, outdoor," and "Recreation activities, indoor." "Entertainment facility" does not include adult-oriented entertainment facilities.
Personal Service (Permitted Use)	"Personal service" means an establishment that provides on-site service(s) in a nonoffice environment including, but not limited to, beauty shops, shoe repair, laundry, dry cleaning services, animal grooming parlor and tanning salons. Auto repair and body shops are not included under this definition.
Accessory Solar Panel (Accessory Use)	"Accessory structure" means a subordinate building or structure that is incidental to the principal structure on the same lot, or an abutting lot if it meets the requirements in BIMC 18.09.030.I.13. Accessory structures include, but are not limited to, solar panels, small wind devices, barns, sheds, and confined feed lots holding less than five chickens (roosters are only allowed on parcels outside of the Mixed Use Town Center districts). Accessory dwelling units are not considered accessory buildings or structures.

d. BIMC 18.12 Dimensional Standards

Dimensional Standards	Required/Allowed	Proposed
Lot Coverage	100 percent excluding setbacks (80,855 sq.ft.)	39 percent (31,535 sq.ft.)
Front Yard Setback	5-feet maximum from the Madison Avenue sidewalk for commercial uses.	0 feet from the Madison Avenue sidewalk
Rear Setback	0 feet	5 feet
Side Yard Setbacks	0 feet	24 feet to east and 17 feet to west (no separation between the properties)
Commercial FAR Maximum with Bonus	0.6 FAR (48,513 sq.ft.) 1.0 FAR (80,855 sq.ft.)	0.91 FAR (73,571 sq.ft.) (bonus needed for 25,058 sq.ft.) Portions of the structure not completely enclosed by exterior vertical walls, such as the garage or bandshell, do not count as floor area. See below for FAR bonus options.
<p>Eligible properties may achieve a maximum level of development above the base FAR by using one, or a combination of FAR bonus provisions in BIMC 18.12.030.E. The applicant is considering the following options to earn the bonus:</p> <ul style="list-style-type: none"> • Unused FAR from the parcel on which the mobile home park is located may be transferred to another parcel or parcels within the Mixed Use Town Center, where it may be used as bonus FAR above the base FAR for that district. • Up to 100 percent of the maximum residential FAR bonus may come from the purchase of development rights. The current cost of development rights for commercial FAR is \$34.00/sq.ft. • Subject to approval by the director, the public amenities FAR bonus may be achieved by the preservation of a heritage tree(s) on site, construction of public amenities and/or infrastructure beyond that required to mitigate the impacts of development. Public amenities and/or infrastructure projects shall be located in the Mixed Use Town Center or High School Road districts, and shall be chosen from projects identified in the six-year capital facilities program, or approved by the city. 		
Title 18 Building Height Bonus for parking under the building	35 feet maximum 45 feet maximum The bonus height is only available for the entire building if parking is located under more than 50 percent of the building footprint. If parking is located under 50 percent or less of the building footprint, the bonus may only be used for a portion of the building footprint twice as large as the area with parking located beneath.	35 feet (south 6,711 sq.ft building footprint of east wing) 45 feet (24,480 sq.ft. building footprint) Parking is located under 39 percent (12,240 sq.ft.) of the building footprint. 24,480 sq.ft. footprint of the building qualifies for the height bonus. The parking levels are not a story above grade plane as defined in the International Building Code (IBC) and qualify for the bonus for parking under the building footprint.
Permitted Height Modifications – Solar	Up to 18 inches above the maximum building height in the district.	0 inches

Panels		
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e. BIMC 18.15 Development Standards and Guidelines

i. BIMC 18.15.010 – Landscaping, Screening, Tree Retention, Protection and Replacement

Landscape Requirements	Required/Allowed	Proposed
Tree Units	30 tree units per acre 55.8 tree units are required	The applicant retained 101.4 tree units and proposed 137 new tree units totaling 238.4 tree units, exceeding the minimum tree unit requirement.
Parking Lot Landscaping	One tree is required for every eight parking stalls. The surface parking lot has 30 spaces and four trees are required. All of the trees may be deciduous. A landscaped area is required at the end of aisles.	The applicant proposes six trees in the landscaped areas at the end of aisles, exceeding the minimum requirements.
Perimeter Buffer	N/A	N/A
Roadside Buffer	N/A	N/A

ii. BIMC 18.15.020 – Parking and Loading

Parking Requirements	Required/Allowed	Proposed
Off-Street Parking	For special cases not covered by the BIMC, parking requirements shall be established by the director. For determination by the director, the applicant shall supply (a) documentation regarding actual parking demand for the proposed use; or (b) technical studies prepared by a qualified professional relating to the parking need for the proposed use; or (c) required parking for the proposed use as determined by other comparable jurisdictions. The above information was supplied by the applicant and recommends 132 spaces.	A total of 136 parking spaces are proposed which includes two on-street spaces, 40 surface spaces, and 94 under building (parking garage) spaces.
On-Street Parking	On-street parking created or designated in conjunction with and adjacent to a project may be included in the parking space calculation upon approval of the director.	Two on-street parking spaces are proposed. An electric vehicle charging station is proposed for one of these spaces.

Disabled Access Parking	Five disabled access parking spaces are required. At least one disabled	The applicant has proposed six disabled access parking spaces.
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	access parking space shall be van-accessible and must connect to the shortest accessible route to the accessible building entrance or facility they serve.	The van-accessible space is located in the entry court and the remaining spaces are located on the first level of the parking garage.
Compact Vehicle Parking	Compact car spaces may total no more than 30 percent of the required number meaning they can have no more than 40 compact spaces.	40 compact parking spaces are proposed.
Electric Vehicle Charging Stations	When a new commercial or mixed use development is required to provide parking for more than 25 cars, at least one parking space near the entrance must be reserved and signed for use by a shared-car program or electric vehicle charging station.	The applicant has proposed a hotel van to shuttle patrons to and from the hotel. They have proposed a total of eight electric vehicle charging stations, one with an on-street space and seven in the parking garage.
Parking Maximums	Above-ground parking lots exceeding the number of spaces required by this section are not allowed unless approved by the planning commission; spaces provided in underground parking garages are exempt from parking maximums.	According to the parking study, the applicant is proposing to exceed the number of spaces required by four spaces, however, the majority of the parking, including the excess spaces, is located in an underground parking garage and the excess spaces are exempt.
Access	Unless approved by the director, only a single access to public right-of-way is allowed for an individual lot. More than one access may be allowed by the director if the director determines, based on drawings or other information submitted by the applicant, that (a) the proposed site access includes measures that mitigate any identified negative impacts or effects that would result from the additional access point(s); and (b) the additional access point(s) will improve on-site or off-site traffic flow or is necessary for, or will help facilitate, compliance with other requirements of this chapter.	The Traffic Impact Analysis prepared by Heath & Associates, dated April 2019, concluded that no safety concerns are identified with the three entrances as proposed on Winslow Way West. The additional entrances (service only entrance and shuttle entrance) are approved along with the two-way hotel parking lot entrance.

iii. BIMC 18.15.030 – Mobility and Access

Mobility Requirements	Required/Allowed	Proposed
Bicycle Spaces	One bicycle space per five parking spaces with a minimum of four bicycle spaces. 136 parking spaces are proposed and 28 bicycle spaces are required.	The applicant has proposed five bicycle spaces along the frontage of the building and 25 spaces in the parking garage, totaling 30 spaces.

iv. BIMC 18.15.040 – Outdoor Lighting

Lighting Requirements	Required/Allowed	Proposed
Outdoor Lighting	Outdoor lighting shall comply with BIMC 18.15.040.	The project has been conditioned to comply with the outdoor lighting requirements.

v. BIMC 18.15.050 – Signs

Sign Requirements	Required/Allowed	Proposed
Signs	Signs shall comply with BIMC 18.15.050 and BIMC 15.08.	Sign permits are required for any signage proposed.

f. BIMC 18.18 Design Standards and Guidelines

Design Guidelines	Requirements
Core Overlay District Guidelines	The Design Review Board reviewed all of the applicable design guideline checklists for this proposal and recommended approval with several conditions including revised drawings for parking landscaping, description of the material palette, revised plans for the gutter system if located on the building exterior, and review of any substantial changes to building materials and roof articulation. The project has been conditioned accordingly.
Guidelines for Commercial and Mixed Use Projects	
General Guidelines for all Overlay Districts	
Street Trees in the Central Core Overlay District	Street trees shall be provided in an amount equivalent to at least one every 30 feet in planting pots or beds covered by a tree grate, pavers, or planted area. Trees may be grouped and are encouraged to have a varied meandering effect. Eight street trees are required. The applicant has proposed eight street trees along the frontage and meets this design standard.

Part VII: Decision Criteria

1. BIMC 2.16.040 Site Plan and Design Review

The director and planning commission shall base their respective recommendations or decisions on site plan and design review applications on the following criteria:

Decision Criteria	City Analysis
1. The site plan and design is in conformance with applicable code provisions and development standards of the applicable zoning district, unless a standard has been modified as a housing design demonstration project pursuant to BIMC 2.16.020.S;	As conditioned, the site plan and design is in conformance with applicable code provisions in the Bainbridge Island Municipal Code (BIMC) and development standards of the Mixed Use Town Center – Central Core Overlay (CC) district. This is not a housing design demonstration project.

<p>2. The locations of the buildings and structures, open spaces, landscaping, pedestrian, bicycle and vehicular circulation systems are adequate, safe, efficient and in conformance with the Island-Wide Transportation Plan;</p>	<p>As conditioned, the location of the building, open spaces, landscaping, pedestrian, bicycle and vehicular circulation systems are adequate, safe, efficient and in conformance with the Island-Wide Transportation Plan. The building meets all dimensional standards of Title 18. Open space and perimeter landscaping are not required for the proposed use. The proposal retains over 100 tree units and adds 137 new trees, totaling over 16,000 square feet of newly landscaped areas. The project frontage shall be developed consistent with the street standard for an urban collector roadway in the Winslow Core per drawing DWG. 7-030. The frontage shall include a 5-foot wide right of way dedication along the full parcels' Winslow Way West frontage conveyed to the City by a Right of Way Deed, a 6-foot wide bike lane (5 feet of asphalt and 1-foot gutter pan), concrete curb and gutter with an adjacent 3-foot planter strip, and a minimum 5-foot wide concrete sidewalk. A public pedestrian easement shall be dedicated to the City for sidewalk improvements proposed outside of the future right of way boundaries.</p>
<p>3. The Kitsap County health district has determined that the site plan and design meets the following decision criteria:</p> <ul style="list-style-type: none"> a. The proposal conforms to current standards regarding domestic water supply and sewage disposal; or if the proposal is not to be served by public sewers, then the lot has sufficient area and soil, topographic and drainage characteristics to permit an on-site sewage disposal system. b. If the health district recommends approval of the application with respect to those items in subsection E.3.a of this section, the health district shall so advise the director. c. If the health district recommends disapproval of the application, it shall provide a written explanation to the director; 	<p>The Kitsap Public Health District (KPHD) had no comments. KPHD will review the rainwater recycling system and permits for the food establishment with the building permit. The property is served by City sewer and water and the City issued a non-binding commitment for water and sewer system capacity. A binding commitment letter for water and sewer availability is required prior to building permit issuance for the proposed structure.</p>
<p>4. The city engineer has determined that the site plan and design meets the following decision criteria:</p> <ul style="list-style-type: none"> a. The site plan and design conforms to regulations concerning drainage in Chapters 15.20 and 15.21 BIMC; and 	<p>As conditioned, the City engineer has determined that the site plan and design meets the decision criteria. The proposed system will capture site and roof run-off to a 42,000-gallon rain-water underground cistern for recycle, reusing approximately 500-700 gallons per day. Excess</p>

<ul style="list-style-type: none"> b. The site plan and design will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use and enjoyment of properties downstream; and c. The streets and pedestrian ways as proposed align with and are otherwise coordinated with streets serving adjacent properties; and d. The streets and pedestrian ways as proposed are adequate to accommodate anticipated traffic; and e. If the site will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the site, and the applicable service(s) can be made available at the site; and f. The site plan and design conforms to the "City of Bainbridge Island Design and Construction Standards," unless the city engineer has approved a variation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title 18. 	<p>runoff will be discharged to the Winslow Way W public storm water conveyance system. All surface parking and drives are permeable. The streets and pedestrian ways coordinate with existing streets serving adjacent properties and are adequate to accommodate anticipated traffic. A traffic impact analysis was completed for the site per BIMC 15.32 and 15.40 to evaluate for concurrency. Based on the results of the traffic impact analysis completed by Heath & Associates dated April 24, 2019, a certificate of concurrency was issued per BIMC 15.32.060. The frontage improvements are designed in accordance with the Island Wide Transportation Plan. The property is served by City sewer and water and the City issued a non-binding commitment for water and sewer system capacity. The proposal conforms to the "City of Bainbridge Island Design and Construction Standards."</p>
<p>5. The site plan and design is consistent with all applicable design guidelines in BIMC Title 18, unless strict adherence to a guideline has been modified as a housing design demonstration project pursuant to BIMC 2.16.020.S;</p>	<p>The Design Review Board reviewed the proposal six times and recommended approval, finding that, as conditioned, the site plan and design is consistent with all applicable design guidelines in BIMC Title 18 including Guidelines for Commercial and Mixed Use Projects, General Guidelines for all Overlay Districts, and Core Overlay District Guidelines. As conditioned, prior to issuance of the building permit for the structure, the applicant will provide an additional drawing showing the perpendicular two-foot planters along the parallel parking on the east side, description of the material pallet, plans for the hydraulic design of the roof drainage/gutter system. Any substantial changes to building materials and roof articulation will be reviewed by the DRB.</p>
<p>6. No harmful or unhealthful conditions are likely to result from the proposed site plan;</p>	<p>As conditioned, no harmful or unhealthful conditions are likely to result from the proposed development. No use in this district shall produce emissions of smoke, dust and/or odors beyond the property boundary that may unreasonably interfere with any other property owners' use and enjoyment of his/her property. In addition,</p>

	all sources and emission units are required to meet the emission and the ambient air quality standards specified in Chapter 173-400 WAC, and administered by the Puget Sound Air Pollution Control Authority (PSAPCA), and shall apply to all air contaminants listed in that regulation.
7. The site plan and design is in conformance with the Bainbridge Island Comprehensive Plan and other applicable adopted community plans;	As conditioned, the proposed development is in conformance with the Bainbridge Island Comprehensive Plan and Winslow Master Plan.
8. Any property subject to site plan and design review that contains a critical area or buffer, as defined in Chapter 16.20 BIMC, conforms to all requirements of that chapter;	The properties do not contain critical areas or buffers.
9. Any property subject to site plan and design review that is within shoreline jurisdiction, as defined in Chapter 16.12 BIMC, conforms to all requirements of that chapter;	The properties are not within shoreline jurisdiction.
10. If the applicant is providing privately owned open space and is requesting credit against dedications for park and recreation facilities required by BIMC 17.20.020.C, the requirements of BIMC 17.20.020.D have been met;	Commercial development is not subject to the requirements in BIMC 17.20.020. The applicant is not requesting credits against dedications for park and recreation facilities.
11. The site plan and design has been prepared consistent with the purpose of the site design review process and open space goals.	The site plan and design has been prepared consistent with the purpose of the site design review process pursuant to BIMC 2.16.040. The site plan and design ensures compliance with the adopted plans, policies, and ordinances of the City. The project was reviewed with respect to overall site design and provided a means for guiding development in a logical, safe, attractive, and expedient manner. The proposal does not require dedication of open space.

2. BIMC 2.16.110.F Major Conditional Use Permit

A conditional use may be approved or approved with conditions if:

Decision Criteria	City Analysis
a. The conditional use is harmonious and compatible in design, character and appearance with the intended character and quality of development in the vicinity of the subject property and with the physical characteristics of the subject property; provided, that in the case of a housing design demonstration project any differences in design, character or appearance that are in	The Comprehensive Plan and BIMC Title 18 identify the Central Core as the most densely developed district and promotes the concentration of nonresidential development that reduces reliance on automobiles. Hotels are a conditional use in the Central Core, Gateway, and Ferry Terminal zoning districts and a permitted use in the High School Road zoning district. The Central Core district provides

<p>furtherance of the purpose and decision criteria of BIMC 2.16.020.Q shall not result in denial of a conditional use permit for the project; and</p>	<p>walkable access to the ferry and other downtown amenities. The proposal meets applicable design guidelines, height, dimension, and other density requirements. The hotel's height along Winslow Way matches the height of the buildings directly across the street to the north. The hotel is taller than adjacent buildings to the east and west. The design incorporates cedar beams and other natural and sustainable materials that speak to the Island's character and standard for quality development. A glass entry highlights a large coastal redwood in the courtyard and a reflecting pond beyond with landscaping inspired by the Bloedel Reserve. The Design Review Board reviewed and approved all applicable Design Guideline Checklists. Guideline 15 of the Commercial and Mixed Use Guidelines aims to maintain smaller scale commercial buildings by requiring that buildings in excess of a 10,000 square foot footprint should be visually split into two or more distinct elements. The Design Review Board agreed that the building is visually split into three elements and maintains the scale of the district. The proposal is harmonious and compatible with the physical characteristics of the property. It maintains the existing grade of the site, exceeds tree retention and landscaping requirements, and makes surface parking and drives permeable for natural drainage. The property contains no critical areas and is underdeveloped making it an ideal candidate for redevelopment. Surrounding uses primarily include dense residential and commercial development.</p>
<p>b. The conditional use will be served by adequate public facilities including roads, water, fire protection, sewage disposal facilities and storm drainage facilities; and</p>	<p>As conditioned, the conditional use will be served by adequate public facilities including roads, water, fire, sewer, and storm drainage. The streets and pedestrian ways coordinate with existing streets and conform to the Island Wide Transportation Plan and the "City of Bainbridge Island Design and Construction Standards." The property is served by City sewer and water and the City issued a non-binding commitment for water and sewer system capacity. The Fire District reviewed and recommended approval with conditions for sprinkler systems and fire flow. The proposed storm drainage system will capture site and roof run-off to a 42,000-gallon</p>

	rain-water underground cistern for recycle, reusing approximately 500-700 gallons per day. Excess runoff will be discharged to the Winslow Way W public storm water conveyance system. All surface parking and drives are permeable.
c. The conditional use will not be materially detrimental to uses or property in the vicinity of the subject property; and	While the proposed use will result in impacts including but not limited to noise, light, and traffic, as conditioned, the use will not be materially detrimental to uses or property in the vicinity of the subject property.
d. The conditional use is in accord with the comprehensive plan and other applicable adopted community plans, including the Island-Wide Transportation Plan; and	As conditioned, the proposed development is in conformance with the Bainbridge Island Comprehensive Plan, the Winslow Master Plan, and the Island-Wide Transportation Plan. The project frontage shall be developed consistent with the street standard for an urban collector roadway in the Winslow Core per drawing DWG. 7-030. The frontage shall include a 5-foot wide right of way dedication along the full parcels' Winslow Way West frontage conveyed to the City by a Right of Way Deed, a 6-foot wide bike lane (5 feet of asphalt and 1-foot gutter pan), concrete curb and gutter with an adjacent 3-foot planter strip, and a minimum 5-foot wide concrete sidewalk. A public pedestrian easement shall be dedicated to the City for sidewalk improvements proposed outside of the future right of way boundaries.
e. The conditional use complies with all other provisions of the BIMC, unless a provision has been modified as a housing design demonstration project pursuant to BIMC 2.16.020.Q; and	As conditioned, the conditional use complies with all other provisions of the BIMC. This is not a housing design demonstration project.
f. All necessary measures have been taken to eliminate or reduce to the greatest extent possible the impacts that the proposed use may have on the immediate vicinity of the subject property; and	As conditioned, all necessary measures have been taken to eliminate or reduce to the greatest extent possible the impacts that the proposed use may have on the immediate vicinity of the subject property. The applicant made multiple revisions in response to public comment including keeping all parking on-site, increasing on-site parking, enclosing trash and recycling, adding perimeter landscaping, and adding a bandshell, and eliminating amphitheater seating for outdoor music. The applicant obtained a letter from Bainbridge Disposal, agreeing to limit pick-up times to after 10:00am to minimize noise. The City has considered all public comment and has proposed conditions to mitigate impacts

	including a wall along the west property line to mitigate noise, light and exhaust. The applicant has provided greater parking than the minimum recommended by the parking consultant in response to neighborhood concerns about parking shortages.
g. Noise levels shall be in compliance with BIMC 16.16.020 and 16.16.040.A; and	As conditioned, noise levels shall be in compliance with BIMC 16.16.020 and 16.16.040.A. The applicant consulted with an acoustical engineer in response to neighbor concerns about noise impacts. The proposal uses landscaping, green walls, a bandshell, and enclosed the trash and recycling under the building to reduce impacts from noise. The building orientation, bandshell orientation, and tree retention are all designed to minimize noise. The proposal has also been conditioned to comply with maximum noise allowances.
h. The vehicular, pedestrian, and bicycle circulation meets all applicable city standards, unless the city engineer has modified the requirements of BIMC 18.15.020.B.4 and B.5, allows alternate driveway and parking area surfaces, and confirmed that those surfaces meet city requirements for handling surface water and pollutants in accordance with Chapters 15.20 and 15.21 BIMC; and	As conditioned, pedestrian, and bicycle circulation meets all applicable city standards and the "City of Bainbridge Island Design and Construction Standards." The streets and pedestrian ways coordinate with existing streets and are adequate to accommodate anticipated traffic. A traffic impact analysis was completed for the site per BIMC 15.32 and 15.40 to evaluate for concurrency. Based on the results of the traffic impact analysis completed by Heath & Associates dated April 24, 2019, a certificate of concurrency was issued per BIMC 15.32.060. All surface parking and drives are permeable and the project has been conditioned accordingly.
i. The city engineer has determined that the conditional use meets the following decision criteria: <ul style="list-style-type: none"> i. The conditional use conforms to regulations concerning drainage in Chapters 15.20 and 15.21 BIMC; and ii. The conditional use will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use and enjoyment of properties downstream; and iii. The streets and pedestrian ways as proposed align with and are otherwise coordinated with streets serving adjacent properties; and iv. The streets and pedestrian ways as 	As conditioned, the City engineer has determined that the conditional use permit meets the decision criteria. The proposed system will capture site and roof run-off to a 42,000-gallon rain-water underground cistern for recycle, reusing approximately 500-700 gallons per day. Excess runoff will be discharged to the Winslow Way W public storm water conveyance system. All surface parking and drives are permeable, and the project has been conditioned accordingly. The streets and pedestrian ways coordinate with existing streets and are adequate to accommodate anticipated traffic. A traffic impact analysis was completed for the site per BIMC 15.32 and 15.40 to evaluate for concurrency. Based on the results of the traffic impact analysis

<p>proposed are adequate to accommodate anticipated traffic; and</p> <p>v. If the conditional use will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the conditional use, and the applicable service(s) can be made available at the site; and</p> <p>vi. The conditional use conforms to the “City of Bainbridge Island Engineering Design and Development Standards Manual,” unless the city engineer has approved a variation to the road standards in that document based on his or her determination that the variation meets the purposes of BIMC Title 17.</p>	<p>completed by Heath & Associates dated April 24, 2019, a certificate of concurrency was issued per BIMC 15.32.060. The property is served by City sewer and water and the City issued a non-binding commitment for water and sewer system capacity. The proposal conforms to the “City of Bainbridge Island Design and Construction Standards.”</p>
<p>j. If a major conditional use is processed as a housing design demonstration project pursuant to BIMC 2.16.020.Q, the above criteria will be considered in conjunction with the purpose, goals, policies, and decision criteria of BIMC 2.16.020.Q.</p>	<p>The proposal is not being processed as a housing design demonstration project.</p>
<p>If no reasonable conditions can be imposed that ensure the application meets the decision criteria of this chapter, then the application shall be denied.</p>	<p>Staff has recommended reasonable conditions to ensure the application meets the decision criteria.</p>

Part VIII: Attachments

1. PLN50880 SPR CUP Site Plan
2. PLN50880 SPR CUP Survey
3. PLN50880 SPR CUP Vicinity Map Building Footprints
4. PLN50880 SPR CUP Landscape Plan
5. PLN50880 SPR CUP Elevations
6. PLN50880 SPR CUP Building Height
7. PLN50880 SPR CUP Floor Plans
8. PLN50880 SPR CUP Floor Area
9. PLN50880 SPR CUP Lot Coverage
10. PLN50880 SPR CUP Tree Retention and Landscaping
11. PLN50880 SPR CUP Lighting Plan
12. PLN50880 SPR CUP Renderings and Sketches
13. PLN50880 SPR CUP Parking Space Count
14. PLN50880 SPR CUP Parking Study
15. PLN50880 SPR CUP Revised Parking Calculations
16. PLN50880 SPR CUP Traffic Impact Analysis
17. PLN50880 SPR CUP Certificate of Concurrency
18. PLN50880 SPR CUP Public Works Development Engineer Comments
19. PLN50880 SPR CUP Water/Sewer Availability Request
20. PLN50880 SPR CUP Non-Binding Water/Sewer Availability Letter

21. PLN50880 SPR CUP SEPA Checklist
22. PLN50880 SPR CUP Acoustical Engineer Correspondence
23. PLN50880 SPR CUP Design Guideline Checklists
24. PLN50880 SPR CUP Design Alternatives Approved by DRB on June 3, 2019
25. PLN50880 SPR CUP Design Review Board Findings and Recommendations
26. PLN50880 SPR CUP Multimodal Transportation Advisory Committee Minutes
27. PLN50880 SPR CUP Applicant's Response to CUP Decision Criteria
28. PLN50880 SPR CUP Applicant's Response to Public Comments

Part IX: Recommended and Conditions

Should the project be approved, staff recommends the following conditions:

SEPA Conditions:

1. The limits of clearing and grading shall be clearly marked in the field and inspected by the Department of Planning and Community Development staff prior to start of any clearing, grading, or other site work.
2. Dust shall be managed in compliance with WAC 173-400 and Puget Sound Clean Air Agency – Regulation I, 9.15 (PSCCA Reg). "It shall be unlawful for any person to cause or allow visible emission of fugitive dust..." – PSCCA Reg, 9.15(a). The project proponent or contractor shall prepare and implement a "Dust Control Plan" in conformance with Department of Ecology Publication 96-433. Prior to any site activity, the "Dust Control Plan" shall be submitted to the City and it shall be actively managed for the duration of the project. Unlawful emissions (see below) shall be corrected immediately and/or dust generating operations ceased until additional or alternate BMPs can be implemented to maintain emissions below allowable levels.

"Fugitive dust" means a particulate (especially soil/dirt) emission made airborne by forces of nature, man's activity, or both, that leaves the subject site. Unlawful emissions shall generally be defined as emissions leaving the subject property that are visible to an untrained observer. Where continuous monitoring equipment is used particulate matter concentrations shall be monitored for 10µm particle (PM10) size. The 24-hr average PM10 emissions shall not exceed a concentration equivalent to the EPA Air Quality Index (AQI) of 50 (54µg/m³) and any instantaneous PM10 emissions shall not exceed a concentration equivalent to an AQI of 100 (154µg/m³).

3. A minimum six-foot high wall shall be installed along the west property line approximately 30 feet from the south edge of the Winslow Way right of way and ending at the southerly end of the drive and turnaround.
4. In accordance with the letter from Bainbridge Disposal dated December 5, 2018, solid waste pick up shall occur between 10:00am and 12:00pm.
5. The hotel shall operate an accessible van to shuttle hotel patrons to and from the ferry terminal and other local destinations, reducing the reliance on automobiles.

Project Conditions:

General

6. Except for modifications reflecting compliance with these conditions of approval, the project shall be in substantial conformance with the site plans dated April 26, 2019 and landscape plan dated June 4, 2019.

7. Prior to construction activity, the applicant shall obtain the appropriate permits from the City of Bainbridge Island, including but not limited to clearing, grading, right-of-way, and building permits.
8. All work shall adhere to the City's seasonal work limitations between October 1 and April 30 of any year. During this period, no soils shall remain exposed and unworked for more than two days. From May 1 to September 30, no soils shall remain exposed and unworked for more than seven days.
9. Prior to any construction, a temporary erosion and sedimentation control plan (TESCP) shall be submitted and approved by the City. Construction shall be restricted to the dates occurring between May 1 and September 30 unless a wet weather erosion control plan is submitted and approved by the City prior to construction.
10. All construction activities shall comply with noise limitations per BIMC 16.16.020. No use shall exceed the maximum environmental noise level, established by Chapter 173-60 WAC, as adopted in BIMC Chapter 16.16.
11. No use in this district shall produce emissions of smoke, dust and/or odors beyond the property boundary that may unreasonably interfere with any other property owners' use and enjoyment of his/her property. In addition, all sources and emission units are required to meet the emission and the ambient air quality standards specified in Chapter 173-400 WAC, and administered by the Puget Sound Air Pollution Control Authority (PSAPCA), and shall apply to all air contaminants listed in that regulation.
12. Lighting standards set forth in BIMC 18.15.040 shall apply to the mixed use districts.
13. If any historical or archaeological artifacts are uncovered during excavation or construction, work shall immediately stop and the Department of Planning and Community Development and the Washington State Department of Archaeology and Historic Preservation shall be immediately notified. Construction shall only continue thereafter in compliance with the applicable provisions of law.
14. Prior to building permit issuance, the Design Review Board (DRB) shall review a drawing showing the perpendicular two-foot planters along the parallel parking on the east side, description of the material pallet, plans for the hydraulic design of the roof drainage/gutter system, and any other substantial changes to building materials and roof articulation.
15. The sidewalk shall remain level across driveways. Where the building abuts the sidewalk, there should be an 18-inch wide minimum shy zone.
16. Prior to building permit issuance, the tax parcels (272502-4-097-2000 and 272502-4-098-2009) shall be aggregated or the boundary line adjusted so that the structure is entirely contained on one tax parcel and the structure complies with all dimensional standards.
17. Prior to building permit issuance, a business license shall be acquired from the City.

Building Official

18. The project shall comply with the City of Bainbridge Island (COBI) construction codes as adopted by the Bainbridge Island Municipal Code (BIMC), Chapter 15.04. The applicant is encouraged to consult with the Building Official, as necessary, to ensure compliance with applicable codes and standards.
19. The project shall comply with the requirements of the Department of Labor and Industries (L&I) for Electrical permits. COBI does not issue electrical permits but does monitor and coordinate

electrical approvals with L&I.

20. The project shall comply with the provisions of the International Building Code (IBC) for fire separation, fire protection, access and the application of fire suppression systems as required by State Building Codes and the Bainbridge Island Fire District. The applicant is encouraged to consult with the Fire District, as necessary, to ensure compliance with applicable standards.
21. A geotechnical report shall be provided for the project which coordinates geotechnical engineering and structural design requirements. The report shall address the design requirements and recommendations of the International Building Code (IBC) for foundation structural design criteria.
22. The project shall comply with the provisions of the International Building Code (IBC), Chapter 11 and ANSI 117.1 2009 for the application of accessibility and accessible features, including but not limited to parking, accessible routes, path of travel, entry and egress components and exterior and interior features for accessible rooms and restrooms.
23. Disabled access parking shall comply with the International Building Code (IBC) edition currently adopted by the City of Bainbridge Island.
24. The project shall comply with the provisions of the International Building Code (IBC) as amended by the State of Washington under Chapter 427 of the IBC for electric vehicle charging and infrastructure. The applicant shall follow this statute, as applicable, and include necessary information with the building permit submittal.
25. The project shall comply with the provisions of the International Building Code (IBC) for required number of restroom and other fixtures including in public areas, restaurants, assembly areas.
26. A demolition permit is required for any demolition work occurring. If demolition is proposed for any structure which is older than 50 years, the project is required to be reviewed by the Bainbridge Island Historic Preservation Commission (HPC) prior to the issuance of a demolition permit and prior to any demolition work occurring. Prior to demolition permit issuance, an application is required to be submitted to the Puget Sound Air Quality District. All demolition shall be documented with a minimum 8.5 x 11 drawing showing the location of structures to be demolished, existing utilities, and any other infrastructure. All utilities shall be identified and properly abandoned or protected during demolition.
27. Should the project include a restaurant as discussed within the project narrative; the facility would be identified as a "Food Facility" and is required to comply with the Kitsap County Health Department regulations for such facilities.
28. The City of Bainbridge Island (COBI) enforces provisions of the State Plumbing Code specific to the collection of fats, oils and grease and the application of specific equipment, interceptors or other apparatus associated to or that may be required for food or other facilities. The applicant is responsible for strict adherence to the specific provisions for installation and maintenance of these systems and shall coordinate with COBI for compliance with the Plumbing Code and applicable COBI Engineering Standards.

Fire District

29. To the satisfaction of the Bainbridge Island Fire Department, the project shall comply with all applicable provisions of the adopted Fire Code.
30. Fire sprinklers and alarms are required for the project.
31. Fire flow of 1500 gpm is required.

32. Buildings over 30 feet high require aerial apparatus access of not less than 16 feet drivable width.

Health District

33. Prior to building permit issuance, the Kitsap Public Health District shall review and approve the rainwater recycling system and any permits required for a permanent food establishment.
34. If the applicant proposes an on-site sewage system, the permit will require an amendment or adjustment pursuant to BIMC 2.16.

Public Works

35. Civil improvement plans, reports, and computations, prepared by a civil engineer registered in the State of Washington shall be submitted with the application(s) for a construction permit [building, grading, right-of-way (ROW), etc.] to the City for review and approval to construct all necessary infrastructure and utilities serving the site. Certificate of occupancy will not be issued for any building until all civil improvements are completed and finalized.
36. As-built civil construction plans stamped by a civil engineer shall be provided by the applicant prior to final.
37. A Developer Extension Agreement (DEA) shall be executed at the site or utilities construction permitting application phase for the construction of roads and utilities to be inspected and accepted by the City.
38. A right-of-way (ROW) construction permit will be required prior to any construction activities within the right-of-way in addition to completing the DEA and obtaining other necessary construction permits. The ROW permit will be subject to separate conditions and bonding requirements.
39. The project frontage shall be developed consistent with the street standard for an urban collector roadway in the Winslow Core per drawing DWG. 7-030. The frontage shall include a 5-foot wide ROW dedication along the full parcels' Winslow Way West frontage conveyed to the City by a Right of Way Deed, a 6-foot wide bike lane (5 feet of asphalt and 1-foot gutter pan), concrete curb and gutter with an adjacent 3-foot planter strip, and a minimum 5-foot wide concrete sidewalk.
40. A public pedestrian easement shall be dedicated to the City for sidewalk improvements proposed outside of the future ROW boundaries prior to building final.
41. Building overhangs that extend into the ROW shall require an air space license agreement with the City prior to building final.
42. On-site water and sewer main extensions shall include a utility easement granted to the City to the meters and/or backflow prevention devices, fire hydrants and building sewer cleanouts.
43. An 8-inch City sewer main has been extended to the southeast property corner. The main shall be extended approximately 300 feet north through and across the property along the eastern boundary to serve this and adjacent properties. The applicant may apply for a latecomer reimbursement agreement for future hookups to the facilities.
44. Restaurant drainage fixtures shall be plumbed to an appropriately sized grease trap interceptor prior to discharging to the City's sewer system.

45. A Stormwater Pollution Prevention Plan (SWPPP) prepared by a civil engineer licensed in the State of Washington is required prior to construction activities including clearing or grading or civil improvements for all phases of the project that complies with BIMC 15.20.
46. Pumping stormwater to a suitable conveyance system shall require failsafe redundancies to limit potential impacts to downstream properties, including a duplex pump system with backup power generation.
47. Discharging stormwater to the City's system shall be done so as to bypass existing water-quality structures in Winslow Way West. Additional structures or storm drain lines shall be installed as necessary to avoid impact the existing structures.
48. Where the project discharges to the Winslow Way West storm drain system a downstream analysis shall be conducted to demonstrate that adequate capacity exists from the site to the main storm drain in Madison Avenue.
49. Disturbed project area totals approximately 1.8 acres. A sediment trap(s) per Department of Ecology BMP C240 shall be required where the total of on- and offsite contributing drainage area is less than 3 acres. Due to the constrained downstream storm drain system, a higher level of flow control protection is warranted. The sediment trap shall be designed with a storage capacity based on the 10-year peak flow of the developed site. Turbidity and pH control shall be required as necessary downstream of the sediment trap to achieve the performance standards of a State Stormwater General Construction Permit.
50. A final stormwater report shall be submitted with the building permit detailing compliance with all applicable minimum requirements as required by BIMC 15.20, prepared by a civil engineer licensed in the State of Washington.
51. Prior to building permit final, the applicant shall submit an operation and maintenance plan for the on-going maintenance of the on-site storm drainage systems.
52. All on-site stormwater facilities shall remain privately owned and maintained. The owner(s) shall be responsible for maintenance of the storm drainage facilities for this development following construction. Annual inspection and maintenance reports shall be provided to the City. A Declaration of Covenant for stormwater system operation and maintenance will be required to be recorded before building final. The approved language for the Declaration of Covenant is found in BIMC Chapter 15.21, Exhibit A.
53. The hotel parking lots and drive aisles shall be constructed of permeable pavements and hardscaping consistent with the preliminary civil site plans submitted with the application. These on-site stormwater management Best Management Practices (BMPs) shall be subjected to the aforementioned facilities maintenance responsibilities of the owner.
54. Prior to issuance of a building permit, the applicant shall provide binding water and sewer availability letters from the City along with water meter sizing computations.
55. The proposed action(s), phased or concurrent, in their totality would result in more than one (1) acre of earth disturbance on the site and drain to waters of the State. A Construction Stormwater General Permit shall be obtained from the Washington State Department of Ecology and the site shall be monitored for discharge of pollutants and sediment to the wetlands and stream for the duration of the project. No land clearing or construction permits shall be issued prior to obtaining the State permit.
56. A traffic impact analysis was completed for the site per BIMC 15.32 and 15.40 to evaluate for concurrency. Based on the results of the traffic impact analysis completed by Heath &

Associates dated April 24, 2019, a certificate of concurrency was issued per BIMC 15.32.060. Any proposed intensity of use at the site may require analysis and a new evaluation for concurrency.

Trees and Vegetation

57. The 35-inch DBH Pacific Madrone (*Arbutus menziesii*) located in the southwest corner of tax parcel 272502-4-097-2000 is a landmark tree per BIMC 16.32. Absent of an approved Landmark Tree Removal Permit, the tree shall be retained. The west wing shall be modified to preserve and protect the landmark tree.
58. As proposed, new trees are required to meet the tree unit requirement. Trees planted to meet tree retention requirements shall be planted in accordance with the planting requirements of BIMC 18.15.010.H and the planting plan dated December 27, 2018.
59. Temporary or permanent irrigation within new planting areas that do not have high soil moisture conditions is required in accordance with BIMC 18.15.010.I.
60. Prior to the certificate of occupancy, the required tree units and landscaping shall be planted or a performance assurance shall be accepted by the City.
61. Per BIMC 18.15.010.H.3, performance assurance is required to assure the City that the required tree units and landscaping are properly installed and will become established and be adequately maintained. Prior to the certificate of occupancy, the required tree units and landscaping shall be installed. A Washington landscape architect, Washington certified nursery professional, or Washington certified landscaper shall submit a landscaping declaration to the director to verify installation in accordance with the approved plans. The time limit for compliance may be extended to allow installation of landscaping during the next appropriate planting season as approved if the director determines that a performance assurance device, for a period of not more than one (1) year, will adequately protect the interests of the City. The performance assurance device shall be for 150 percent of the cost of the work or improvements covered by the assurance device. In no case may the property owner delay performance for more than one (1) year. Once the planting is completed, landscape declaration is submitted, and a maintenance and monitoring assurance is accepted, the performance assurance shall be released.
62. Per BIMC 18.15.010.H.4, the property owner shall replace any unhealthy or dead plant materials in conformance with the approved landscape plan. Prior to the certificate of occupancy, a maintenance assurance device shall be submitted for a period of five (5) years after acceptance by the City of the new planting of vegetation to ensure proper installation, establishment, and maintenance. The maintenance assurance device amount shall not be less than 20 percent of the cost of replacing materials covered by the assurance device. The maintenance surety shall be refunded to the applicant upon completion of the five (5) year monitoring period and submittal of final compliance documentation as outlined in the landscape plan, minus any funds needed for the City to perform corrective actions or perform monitoring.