

(DRAFT) AGENDA

**Virtual Meeting – Bremerton Planning Commission
Held via Zoom Meeting Application
(Subject to PC approval)
May 18, 2020
5:30 P.M.**

Join Zoom Meeting

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- I. CALL TO ORDER**
 - II. CLERK CONFIRMATION OF QUORUM**
 - III. CHAIR CALL FOR MODIFICATIONS TO AGENDA**
 - IV. APPROVAL OF MINUTES:**
 - o April 20, 2020 meeting

V. PUBLIC MEETING

A. Call to the Public: Public comments on any item not on tonight's agenda

B. Workshop:

- 1. Discussion on Accessory Dwelling Units with focus on Washington Legislature E2SHB 1923

VI. BUSINESS MEETING

A. Chair Report: Nick Wofford

B. Director Report: Andrea Spencer

C. Old Business:

D. New Business:

**VII. ADJOURNMENT: The next regular meeting of the Planning Commission is
Monday, June 15, 2020**

**Planning Commission meeting packets are available on-line at
<http://www.BremertonWA.gov/AgendaCenter/Planning-Commission-4>**

DRAFT

Subject May 18, 2020 Approval

CITY OF BREMERTON

PLANNING COMMISSION MINUTES OF VIRTUAL MEETING (Via Zoom)

April 20, 2020

CALL TO ORDER:

Chair Wofford called the regular meeting of the Bremerton Planning Commission to order at 5:30 p.m.

ROLL CALL

Commissioners Present

Chair Wofford
Vice Chair Tift
Commissioner Coughlin
Commissioner Mosiman
Commissioner Pedersen
Commissioner Rich

Staff Present

Andrea Spencer, Director, Department of Community Development
Allison Satter, Planning Manager, Department of Community Development
Sarah Lynam, DCD Project Assistant, Department of Community Development

Others Present

Radhika Nair, BERK
Lisa Grueter, BERK

Commissioners Excused

None

Quorum Certified

APPROVAL OF AGENDA

The Commissioners accepted the agenda as presented.

APPROVAL OF MINUTES

COMMISSIONER MOSIMAN MOVED TO APPROVE THE MINUTES OF FEBRUARY 24, 2020 AS PRESENTED.
COMMISSIONER COUGHLIN SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

PUBLIC MEETING

Call to the Public (public comments on any item not on the agenda)

Chair Wofford asked if there were any comments from citizens. Seeing none, he closed the public portion of the meeting.

Public Workshop: Eastside Employment Center Subarea plan and Planned Action Environmental Impact Statement Discussions

Ms. Satter said the purpose of the meeting is to review the Eastside Employment Center (EEC) Study and provide feedback. The Draft Subarea Plan and Draft Environmental Study have been released for a 30-day comment period. The draft Subarea Plan includes the City's vision for the area and development standards (setback, height, etc.) for how the area should be designed. The draft Environmental Impact Statement (EIS) identifies the potential impacts of the subarea plan's preferred alternative to ensure mitigation with future development. The Commission's responsibility is to provide input on the zoning map, help staff define the urban design criteria, and work towards a final EIS.

Ms. Satter reviewed that the Harrison Medical Center is the hub of many medical services related to Harrison Hospital, which is expected to relocate in late 2020, with full departure of the hospital expected to be completed by 2023. To ensure that the EEC remains an economically viable center, with both jobs and housing, the City initiated a subarea plan to identify a vision going forward. The subarea plan includes a vision, land uses, design standards, zoning and action strategies for the EEC. In addition to the subarea plan, the City is working on a Planned Action EIS and ordinance to facilitate future permitting of development consistent with the subarea plan. Doing environmental review up front will help facilitate future development. She provided a map and described the boundaries of the EEC Subarea. She noted that the subarea includes Lebo Boulevard and has some incredible slopes overlooking the bay.

Ms. Satter shared a diagram of the planning process schedule, noting the diverse opportunities for public engagement throughout. She summarized that a lot of work has been done up to this point to research and collect data and conduct public outreach. Following this workshop, the Planning Commission will conduct a public hearing and make a recommendation to the City Council for a final subarea plan. The City Council will also conduct a public hearing before making a final decision on both the Planned Action EIS and the EEC Subarea Plan.

Ms. Nair explained that the draft subarea plan was built through a lot of ongoing community participation, starting in 2019. A range of in-person and virtual engagement opportunities were used to gather information from property owners, area businesses, community organizations, public entities and agencies, potential developers and other interested parties. She briefly reviewed the types of public engagement opportunities that have been offered to date, specifically noting the two virtual community meetings that were held on April 6th.

Ms. Nair said the draft subarea plan is organized into seven sections, starting with an introduction and the vision and guidance framework. It includes implementing zoning and development regulations, design guidelines, and a summary of infrastructure improvements. She said the subarea plan's vision is for the EEC to be vibrant and active, with a mix of uses (commercial, residential and institutional), development design and intensity that supports walkable streets. Key elements include a range of commercial uses and diverse housing types, pedestrian-friendly streets and development along streets, a mix of existing uses with new development, and capitalizing on the assets of the center such as expansive views, new streetscape investments and new connections to SR 303.

Ms. Nair explained that the guiding principles of the plan include:

- **Economic Vibrance.** This is about providing a range of economic activities, such as small-scale office uses, as well as new and employment-generating uses. It is also about making sure that the existing businesses in the EEC can continue.
- **Livability, Health and Mixed Uses.** This is about including a diverse range of housing, as well as a range of different intensities, concentrated in various locations to create very lively areas. It's also about integrating amenities with development to reflect the growing demand for such places by employers and residents and providing public spaces and neighborhood retail and services to support development.
- **Connectivity.** This is about connections to services, amenities, open space and transit. It is also about the ability to walk and bike safely throughout the center. Shoreline access is a key thing to emphasize, as well.
- **Environmental Stewardship.** This is about identifying and protecting critical areas and shoreline ecological functions, as well as promoting green infrastructure that is feasible in both the new and existing facilities.

- **Coordinated Planning.** The draft was created in coordination with the SR 303 Corridor Study, and they made sure that the goals of the Comprehensive Plan update were addressed. The Planned Action Ordinance is about creating incentives that will fit the situation, and the coordinated environmental review will be done upfront.
- **Transition Over Time.** This is about ensuring a graceful transition over time. Several of the existing leases in the EEC are viable now, and they want to make sure they can continue and be accommodated while they also move the center to new uses that are in line with the vision.

Ms. Nair advised that the draft EIS compares three alternatives for future growth, which are based on community and stakeholder feedback and are intended to prompt a range of feedback and conversation. She explained that pieces of each of the three alternatives can be mixed and matched and/or combined to create a preferred alternative. Aside from the no action alternative, the two action alternatives explore a more fine-grained zoning than what is there now. They explore types of residential zoning districts, ranging from the Center Residential High (5-story multifamily building) to Center Residential Low (townhomes and courtyard apartments). They also explore the idea of flexible zoning that allows office and residential uses, zones that require ground floor active commercial uses and residential on top, and retail and corporate employment center zones. She reviewed the three alternatives as follows:

1. **No Action Alternative** – This alternative would continue the existing conditions. Because the center already allows a range of uses at different intensities, it would continue that land use mix. It would result in a lower job number than what current exists because the hospital will be relocated. Without any investments or other actions, it is not likely it will be replaced by a significantly large employment use.
2. **Residential Focus Alternative** – This alternative emphasizes housing and introduces a substantially higher amount of residential development. It also introduces the idea of housing types. Key land use changes include a Mixed-Use core on the the Sheridan Village Shopping Center site, a Mixed-Use core along Lebo Boulevard that will have ground floor retail and housing, and Multi-Use areas along Wheaton Way and north of the Sheridan Community Center. The rest of the study area will have Center Residential High uses. This alternative would provide additional connections to the street network, including mid-block connections. The goal is to improve walkability and increase comfortable connections to transit, and bike improvements along the street connections were also prioritized. Development along the streets would result in a livelier and more active area. A Waterfront Mixed-Use node with restaurants and other amenities would add destinations and a signature amenity and could be designed to take advantage of the water views. Public space improvements would include relocated art spaces along Capital Way and potential Sheridan Road, as well as open space connections to the pedestrians on Callahan Drive, if feasible.
3. **Employment Focus Alternative** – This alternative is characterized by a substantial amount of flexible, Multi-Use development. However, the vacant area along Sheridan Road that is currently owned by the Hospital, the Harrison Hospital site, and the site north of the Sheridan Community Center is designated as Employment Center Corporate Campus. The Sheridan Village Shopping Center, is designated as Employment Center Retail, and the area north of Harrison Hospital is designated as Center Residential High. This alternative includes the same street connection and public space improvements that are identified in Alternative 2. However, Wheaton Way to provide a better north/south connection. The roundabout at the intersection of Clare Avenue and Callahan Drive has been tested as a potential signature element.

Ms. Grueter advised that a scoping notice was issued last fall in conjunction with some of the other engagement activities, and the comment period was extended beyond the required 21 days. The notice allows agencies and the public to provide input relative to the EIS. While they didn't get any formal comments during the scoping period, a number of people provided input via other outreach opportunities. The Draft EIS is based on the alternatives presented earlier and 11 comments were received during the 30-day comment period. After receiving direction regarding the Draft EIS, a Final EIS will be drafted this summer that responds to the comments that were received and identifies a preferred alternative. She explained that the purpose of an EIS is to serve as an informational document for City decision makers, to understand the environmental implications and identify mitigation measures, to test conceptual alternatives, and to develop a preferred alternative.

Ms. Grueter explained that the proposed Planned Action EIS provides more detailed environmental analysis during the area-wide planning phase rather than during the permit review process. The idea is to do the environmental analysis up front rather than an incremental, development-by-development basis. Future projects in the study area that are consistent with the

thresholds and mitigation measures adopted into the Planned Action Ordinance won't have to repeat the environmental analysis. A framework for the Planned Action Ordinance was included as an appendix in the Draft EIS, and it will become more specific as the preferred alternative is developed.

Ms. Grueter briefly reviewed the growth assumptions for the three alternatives compared to the existing conditions:

1. **No Action.** Existing jobs include Harrison Hospital, and the study area is largely business oriented. Based on the current Comprehensive Plan, there is capacity to add more jobs. However, Harrison Hospital will be relocating soon so it is likely the trend will move downward. There is also some capacity to add more housing and people.
2. **Residential Focus Alternative.** The dwellings and population identified in this alternative are the highest studied. There would be some opportunity to add jobs, but it would be more residentially focused.
3. **Employment Focus Alternative.** This alternative would accommodate more jobs than what currently exist, yet there would still be some opportunities for housing and Mixed-Use and Multi-Use areas.

Ms. Grueter advised that the layout of the alternatives and the growth numbers were used to analyze the natural and built environment. Because the subarea is already largely built out, it is a good place to identify some opportunities for redevelopment. Combined with the City's Critical Area and Shoreline Regulations, there is less potential impact to the natural environment and opportunities to improve the human environment to ensure they have better connectivity and improved aesthetics, public services and utilities.

Ms. Grueter said some of the comments received suggested a need for transportation improvements. She provided maps showing the existing sidewalk, bike lane and transit conditions. While there are new sidewalks on Lebo Boulevard and Wheaton Way and a bike lane on Wheaton Way/Lebo Boulevard, there are opportunities for improvements in other places. There are also opportunities to improve transit service. She referred to the City's Planned Bike Priority Network, which identifies improvements along SR 303, Cherry Avenue, and Sheridan Road. Alternative 3 could result in Level-of-Service (LOS) impacts in two locations, and there is concern about how both Alternatives 2 and 3 would impact queue lengths at the intersection of Sheridan Road and SR 303. Alternative 3 showed a need for a signal at Cherry Avenue and Lebo Boulevard/Clare Avenue. Alternative 3 identifies some potential improvements for bicycles and pedestrians on Callahan Drive, and all alternatives would implement a bike lane on Cherry Avenue.

Ms. Grueter reported that the Sounding Board met during the comment period and provided input on the two alternatives. There was support for the realignment of Wheaton Way; more housing, particularly on the east side closer to the Madrona Forest; activating the shoreline; and having a mix of uses and improvements. As proposed, there would be more employment opportunities on the north end, as well as the site north of the Sheridan Community Center, with a lot of flexibility for Multi-Uses in the center of the subarea and housing to the east and southwest.

Ms. Grueter further reported that, from the community input via the story map and survey, they heard support for the vision and guiding principles. When respondents were asked to pick one alternative, they tended to prefer Alternative 2. However, the comments on each alternative indicated that the Residential Focus Alternative could be improved by expanding other uses in addition to residential, and the Employment Focus Alternative could be improved by adding housing. Comments that applied to both Alternatives 2 and 3 included taking advantage of the waterfront, connecting bike infrastructure, and making the area more pedestrian and transit friendly. They also heard some proposed adjustments to the plan and/or code:

- Identify Cherry Avenue as the priority bike network location but the City was also considering lower Wheaton Way as an alternative north/south bicycle route through the area.
- Review the transit demand and travel time. The City's LOS is related to transit stop amenity completeness, and it should be recognized that growth will put pressure on the service.
- Add truck access to the policies.
- Require bicycle parking to be indoor or outdoor-covered.
- Address micro-mobility such as scooters.
- Coordinate efforts as needed with SR 303.
- Provide more details on form-based zoning, which allows for a wide variety of uses provided design is compatible.

- Ensure that the draft plan clearly prohibits uses that are meant for larger arterials, such as big box and commercial parking, that would interfere with the vision for a quality pedestrian environment and a mixture of uses.

Ms. Nair provided maps of various locations within the subarea and shared input from the Sounding Board and community regarding each one. She invited the Commissioners to share their ideas and input on what should be included in the preferred alternative, as well.

Chair Wofford pointed out the subarea's sloped topography, noting that the northern portion will have the best views of the water. He expressed his belief that the shoreline area lends itself to condominium and apartment development.

Commissioner Mosiman asked the likelihood of a corporate campus coming to fruition in the areas identified in Alternative 3 as Employment Center Corporate Campus. While corporate campuses provide significant jobs, he questioned if there is a need or desire for that to transpire. **Ms. Nair** said the study indicates that the market would not support high-density office uses at this time, and a period of recruitment would be required. There is more market support for high-density residential. While high-density corporate employers are not market supported, there is some demand for smaller offices and services. She noted that Kathy Cocus from the Kitsap Economic Development Alliance mentioned that Bremerton is known for its manufacturing and light industrial uses, and the flexibility provided by a Multi-Use zone could accommodate light industrial uses that have fewer impacts. The Employment Focus Alternative includes a substantial focus on Multi-Use, recognizing that they don't exactly know what the spatial demands of employment-generating uses will be in the future.

Ms. Grueter pointed out that identifying the northern part of the subarea as Employment Center Corporate Campus was meant as a nod to say it's largely vacant, the parcels are relative flat, and there is high visibility and good access. The new access improvements could attract a larger tenant as opposed to some of the smaller sites. There was also a sense that housing on the Harrison Hospital site would be more appropriate given the available open space, views and pedestrian amenities. **Ms. Nair** added that realignment of Wheaton Way may foster interest in redevelopment on the flat, large parcel.

Vice Chair Tift observed that there is a demand for newer housing. A lot of the City's housing stock is old and there is very little vacant space for development to occur. He felt more people from Seattle would move to Bremerton if they could find a view home within walking distance to the ferry terminal. He commented that the largest employer in the City continues to hire, and many of their recruits are looking for housing. Often, they are unable to find it in the City limits and are forced to look elsewhere. He commented that the Bay Vista Development is a good example of Multi-Use development that combines senior housing, a grocery store, high-end housing and lower-income housing. They should capitalize on views from the higher elevations and develop the subarea into something spectacular. The subarea is located within walking distance of the City's largest employer, as well as the ferry terminal with access to Seattle. There is a real opportunity to create a pedestrian friendly area that would support future growth in Bremerton.

Vice Chair Tift pointed out that much of the current development within the subarea is medical related, but some could be converted to office buildings. There is also a lot of opportunity for development and redevelopment of sites within the subarea. The Sheridan Village Shopping Center is located in the heart of the subarea and might be a good location for a grocery store.

Chair Wofford noted that, with the exception of a few small areas, the lot sizes would not be ideal for individual homes. **Ms. Satter** responded that, as proposed, there would be some Low-Density Residential zoning in the northeastern portion of the subarea where single-family homes already exist. **Chair Wofford** asked about the size of the lots between Cherry Avenue and Wheaton Way. **Ms. Satter** said the lots are not some of the smallest and could definitely accommodate parking and a use. **Chair Wofford** asked if the owners of the larger lots would have to subdivide their properties if they are zoned Single Family Residential. **Ms. Satter** said the Sounding Board has recommended that these properties should be identified as Multi Use, which could be either commercial, residential, or a mixture of both. Typically, redevelopment would be more intensive than a single-family home. **Director Spencer** cautioned against downgrading properties that are currently developed as commercial uses and identified in Alternatives B and C as Multi Use. She reminded the Commission that the City must accommodate a significant amount of growth in both residential and commercial development types and has decided to focus most of this new development in the Centers.

Commissioner Mosiman recalled that when the Commission reviewed and recommended approval of the Bay Vista Project, the proposal included a collection of smaller businesses where WinCo is now located. What they thought was going to be

developed is not what was actually constructed. He asked what the City can do to prevent similar surprises from happening again. **Ms. Grueter** suggested that the City could establish a maximum size limit for retail structures to prevent big-box stores from locating in the subarea. She commented that the EEC Subarea has less demand for big box stores. There are larger sites for this type of development further to the north along major arterials and/or highways where there is more pass-by traffic.

Commissioner Pedersen said he would like to see as much Multi-Use zoning as possible for the most flexibility. The analysis indicates there will not likely be enough market demand for a large commercial anchor tenant or corporate center. He recalled that, during the last recession, significant rezoning occurred on Riddell Road, but redevelopment never happened. Providing more flexibility via Multi-Use zoning would allow more options for redevelopment. He said he supports more density in the subarea, and he supports the idea of a protected bicycle lane, as well. **Ms. Nair** responded that the Employment Focus Alternative (Alternative 1) has the most Multi-Use zoning, but they could create a hybrid alternative that has even more Multi-Use. **Commissioner Coughlin** recommended Multi-Use zoning for the Sheridan Village area to leave open the possibility for more commercial/retail development. He does not support strictly residential zoning in this location, and he is concerned that Mixed-Use zoning would prevent certain businesses from locating in the area.

Commissioner Rich agreed that Multi-Use would be the most flexible. She imagines that affordable housing opportunities will also be important. She said she is eager to hear about a hybrid option that includes a variety of housing types.

Chair Wofford invited public comments.

Dianne Iverson, Bremerton, said she was present to advocate for not only housing density and variety, but also for Americans with Disability Act (ADA) accessible neighborhoods and homes. She has used a wheel chair for the past 40 years and knows it is very difficult to find homes to buy or rent that are ADA accessible for wheelchair users. She asked the Commissioners to consider how to promote ADA accessibility as a community wide focus.

Megan Moore, Kitsap Public Health District, said she supports multi-unit housing and making sure they keep affordable housing as a high priority. Affordable housing that is ADA accessible is even better. From a health perspective, Bremerton does not need more single-family units. There is a need for a small grocery store in the subarea, as it is currently too far for residents to walk to get groceries. It is 2 miles to Fred Meyer and 1.5 miles to Safeway, and quite a few people in that area do not own cars. She supports the idea of having protected bike lanes, as well as a variety of multi-modal transportation options. In particular likes the idea of connecting the subarea to the SR 303 project that is currently in process.

Allen Sweet, Bremerton, said he is a property owner on Wheaton Way, which has been a very successful medical area until just a few years ago. It's currently a desert as far as offering people places to live. He agreed with Commissioner Tift that it is not likely that a big corporate user will be attracted to the Employment Center Corporate Campus sites. The higher probability of success would be built around the residential alternative.

Ms. Nair asked the Commissioners to comment on five key areas:

- **Area A – Sheridan Village Shopping Center.**

Ms. Satter recalled that the Commissioners indicated a desire for Multi-Use rather than Mixed-Use as currently proposed in the Residential Focus Alternative. She agreed it is possible to apply Multi-Use to most of the subarea, but she asked Ms. Grueter and Ms. Nair to share the thought process behind why the areas that are identified as Mixed-Use are important.

Chair Wofford asked if the Commissioners can assume that the road modifications will be as currently shown on the map. As proposed, Wheaton Way would be reconfigured. **Ms. Grueter** said that will be part of the discussion related to the northern area. Both alternatives have mid-block crossings to improve the pedestrian and bicycle situation in the area.

Ms. Grueter explained that there is currently one zoning designation in the ECC Subarea that allows everything, which equates to an erosion of Multi-Use. As a trend, the City has been receiving applications and interest in housing on properties closer to the water. More broadly across the economy, there has been more commercial space than

necessary given the high amount of on-line retail and other things that are happening. There has also been a housing crunch in the region, creating a greater desire for Mixed-Use. Some reasons for specifying either vertical or horizontal Mixed-Use on a site would be to recognize the overall trend and provide more vision for the area. This gives the property owners information about the City's intent and interest and how neighboring properties might develop.

Ms. Nair said that they had heard from the public that they would like to see some retail in the subarea. They have heard from the development community that requiring retail along a large area is not feasible. However, they felt that retail uses would activate the street front in an area that already has some retail and is close to Campbell Way and the Bridge-to-Bridge Trail. Public space improvements on the triangle site would provide some activity and liveliness to enhance that part of the study area, as well. She pointed out that the Employment Focus Alternative would require retail development across the entire site, and the Residential Focus Alternative would allow for Mixed-Use development with residential over commercial. The majority of Commissioners indicated support for a Mixed-Use designation for Area A.

- **Area B – Area along Lebo Boulevard and Campbell Way.**

Ms. Nair advised that previous studies indicate that housing would be appropriate in this location, and requiring retail on the entire site might not be feasible. The Mixed-Use designation is intended to allow a variety of development that fits with retail. She cautioned that the intent was to strike a balance between providing flexibility and allowing too much leeway. She pointed out that there already townhomes on the western portion, as well as the Community Center, and it would make sense for that area to have a Multi-Use designation. However, for the central portion of the area along the waterfront, the Sounding Board indicated some interest in tapping into the Sheridan Village Shopping Center site and triangular site, which are both owned by the same person. A Mixed-Use designation could provide a central place that becomes a major stop on the Bridge-to-Bridge Trail. For the eastern portion of the area, it would be difficult to require retail development, and the Multi-Use designation would provide the maximum flexibility, as well as form-based guidelines to ensure there is a relationship between development and the street.

Ms. Satter announced that a few multi-family residential projects proposed in the eastern portion of the area have already received land-use approval. These projects are vested and would be allowed to move forward even if the code is changed.

Commissioner Rich said she appreciates hearing the importance of ensuring that future developers understand the vision and intent of the subarea, and she would support a Mixed-Use designation for Area B. **Director Spencer** agreed that Mixed-Use is appropriate where you can add street activation and where it is important from an urban design perspective. But sites that may not have that opportunity to influence the street atmosphere is where a Multi-Use would be okay.

Director Spencer referred to the property at the far west side of Area 2, shown in the Residential Focus Alternative as Center Residential High. The property is currently used by the Parks Department as outdoor storage, which is a terrible use for a waterfront parcel. The property is near where the Lebo Boulevard Trail goes under the bridge. It is a unique parcel where there is an opportunity for Mixed-Use development that creates a nice streetscape that engages the pedestrians. **Commissioner Coughlin** said he would support a Mixed-Use designation along the waterfront.

The majority of the Commissioners concurred that Area A should be designated as primarily Multi-Use, with Mixed Use on the far west end.

- **Area C – Vacant Site Along Sheridan Road.**

Ms. Nair noted that this is a large, flat parcel and could be a good place for the Employment Center Corporate Campus designation. She asked the Commission for feedback specific to whether or not it makes sense to realign Wheaton Way as shown in the two action alternatives. **Ms. Satter** advised that the Public Works Department believes it is likely that Wheaton Way will eventually be realigned to connect with Sheridan Way to the north. She pointed out that left turns are not allowed where Wheaton Way currently connects into Sheridan Road. Realigning Wheaton Way would allow vehicles to turn left or right, creating a much safer situation. The Public Works Department continues to

seek grant funding for this project. **Director Spencer** stressed the importance of maintaining Area C as a designated countywide center in order to qualify for transportation funding through the Puget Sound Regional Council that could be used for roadway projects to improve connectivity within the City.

Ms. Satter commented that the City reservoir will most likely stay for the foreseeable future, making development in the area more difficult. **Chair Wofford** asked if the reservoir property could be designated as a park. **Ms. Satter** said she discussed this option with the Public Works Department, but they are concerned about encouraging additional people coming to the area and potentially impacting the City's resources. At this time, they are not interested in making it a park. They would like it to remain a protected area.

Ms. Satter pointed out that the Residential Focus Alternative proposes that Area C be primarily designated as Center Residential High, and the Employment Focus Alternative identifies the area as Employment Center Corporate Campus. The Sounding Board proposed that the area remain as Employment Center (retail). **Ms. Nair** added that the Sounding Board's recommendation was coupled with residential uses on the Harrison Hospital site. **Chair Wofford** suggested that the area be designated as Employment Center Corporate Campus, with the idea of creating a corporate campus on both sides of the road.

Commissioner Pedersen reminded the Commission that research prepared for this study area suggests the market would not currently support corporate campus development. He suggested that a Multi-Use designation would allow for dense residential and/or commercial development. He noted that the property has been vacant for a very long time, and he would like to provide as much flexibility as possible. **Ms. Satter** agreed that a Multi-Use designation would allow more opportunities. She noted that the property has been owned by CHI for over 20 years as a potential site for hospital use. As the hospital will be relocated in the near future, this site might be offered for sale. She advised that the City has been contacted by developers who are interested in purchasing the property for multi-family residential development.

Again, **Commissioner Pedersen** said he would prefer that the site is redeveloped as multi-family housing, and a Multi-Use designation would be most appropriate. The remainder of the Commission concurred. **Director Spencer** commented that a Multi-Use designation would provide the most flexibility for redevelopment based on the current market conditions. The Commissioners concurred.

- **Area D – Area Around Callahan Drive.**

Ms. Nair advised that the Employment Focus Alternative designates the area west of Wheaton Way as primarily Multi-Use, with an Employment Center Corporate Campus designation for in the northwest corner. The area on the east side of Wheaton Way is designated as Center Residential High to the north and Multi-Use to the south. The Residential Focus Alternative identifies the area on the west side of Wheaton Way as Center Residential High and the area on the east side of Wheaton Way as Center Residential Low to the north and Multi-Use to the south. The Sounding Board suggested that Area D would be a good place to allow maximum flexibility. **Ms. Satter** pointed out that current development in Area D includes Canterbury Manor, St. Paul's Episcopal Church, a dental office, a few single-family homes, and a variety of other businesses. **Ms. Grueter** reminded the Commission that the Center Residential High designation would allow some residential development. She also reported that the roundabout near Callahan Drive and SR 303 could be signalized instead, and this would improve access to the area.

Ms. Grueter explained that a Multi-Use designation would provide a lot of flexibility, but give some indication of a vision for signature locations would also be helpful. Incentives could be written into the code to encourage development that matches the City's vision. **Ms. Nair** said another option would be to designate the Bremerton Rehabilitation site as Employment Center Corporate Campus and the remainder of the area as Multi-Use. **Commissioner Pedersen** commented that the Multi-Use designation would capture the hodgepodge of uses that already exist in the area.

Director Spencer asked if it would be possible to create overlays for some areas to ensure that development is consistent with the Subarea Plan's vision. **Ms. Grueter** agreed that overlays could be added to some areas to provide incentives that encourage certain preferences like small businesses. She cautioned that, if there isn't at least some

direction provided in the plan, developers aren't sure how much or where to invest and tend to wait to see what their neighbors do. **Director Spencer** suggested the City could use the findings from the economic study to create a vision for specific areas. **Ms. Grueter** said the Sounding Board indicated a desire to create opportunity to grow local businesses, especially where there area already a lot of office uses. She suggested they could identify areas that are desirable for certain uses without precluding great ideas. An overlay might be appropriate for the southern portion of Area D between Cherry Avenue and Clare Avenue where office uses already exist.

Commissioner Mosiman agreed there is a need for more housing, but they also need employment opportunities. He said he doesn't want Bremerton to become a bedroom community for Seattle. He would like to also provide opportunities for businesses that create jobs. In their rush to provide housing, he cautioned them not to lose sight of the need to provide opportunities for people to make a living wage. He said he would like to see some emphasis on the need to create business opportunities in the subarea. **Director Spencer** commented that, as the medical facilities relocate, building reuse will be very important. She explained that some of the contractors for the Navy and some of the makers spaces would be seen as industrial in nature in a traditional zoning code. She wants to make sure that the code allows makers spaces, as long as there isn't any outward appearance of a use being industrial. The goal should be to get these living wage jobs into the existing buildings. The text in the plan talks about new housing growth and retrofitting buildings so that both housing and employment needs are addressed.

Chair Wofford commented that, given the current situation with more people working from home, as well as Seattle's current proposal for a head tax, some businesses might find Bremerton to be an attractive place to relocate. Area D has potential for a variety of development. Housing seems to be the current need, and it is important for the City to make the area more attractive (housing and schools) so that people want to move there.

Commissioner Pedersen voiced support for Ms. Spencer's idea of a Multi-Use designation, but providing extra direction via overlays, etc. **Ms. Grueter** explained that the idea is to recognize the Commission's general idea of having a Multi-Use designation for many areas so that opportunities are not precluded, and overlays can be used to indicate the City's preferences.

- **Area E – Harrison Hospital Site.**

Ms. Nair advised that the Employment Focus Alternative designates Area E as Employment Center Corporate Campus and the Residential Focus Alternative designates it as Center Residential High. The Sounding Board indicated a preference for Center Residential High. It was discussed that the parking demand for employment uses was uncertain, and the area is a good site for residential uses given the views of the water. There was also a concern that an employment center in this location would end up competing with the downtown businesses.

Commissioner Rich agreed that Area E would be an appropriate place for high-density residential development (Center Residential High). The remainder of the Commissioners agreed.

Chair Wofford invited members of the public to provide additional comments, but no one indicated a desire to add to prior testimony.

Ms. Nair summarized the Commission's direction as follows:

- The Commission supports a Mixed-Use designation for Area A.
- For Area B, the Commission supports a Mixed-Use designation for the westernmost properties and a Multi-Use designation for the remainder of the waterfront.
- The Commission is interested in a base designation of Multi-Use for Area C with an overlay that encourages residential uses.
- The Commission supports a Center Residential High designation for the entire Area E. The Commission also supports a Center Residential designation for the area south of the hospital site.
- The remainder of the subarea would be designated as Multi-Use with overlays that focus on employment since there are existing buildings that could be retrofitted for another type of business.

Chair Wofford suggested that the single property at the corner of Cherry Avenue and Callahan Drive should be Center Residential High. He noted that, as currently being discussed, all the other properties on the east side of Cherry Avenue would be residential. **Ms. Satter** responded that this site is currently developed with a commercial building, and the properties to the north are currently used as a parking lot.

Ms. Satter asked if the Commissioners support the waterfront properties that have access from Campbell Way being designated as Mixed Use with a ground-floor, commercial requirement. **Director Spencer** suggested that the properties should be designated as Multi-Use since they don't have the same street presence as the properties on Lebo Boulevard have. However, an overlay could be added to encourage Mixed-Use development. **Commissioner Coughlin** commented that Mixed-Use development would make sense, given that retail uses on the ground floor, with residential above would attract foot traffic. He expressed his belief that high-density development should be encouraged on the waterfront, with an emphasis on housing rather than large businesses. He voiced concern that a Multi-Use designation would allow someone to build large single-family homes on the waterfront. **Ms. Nair** said that, as currently proposed, new single-family development would not be allowed. The Commissioners agreed that the waterfront properties south of the Sheridan Village Shopping Center site should be designated as Multi-Use with a Mixed-Use overlay to encourage retail uses on the ground floor.

Director Spencer pointed out that, as currently being discussed, the Bremerton Rehabilitation Site (north of Juniper Street) would be the only area designated as Employment Center Corporate Campus. She suggested that this area should also be designated as Multi-Use, and the Commissioners concurred.

Vice Chair Tift asked staff to send the Commissioners a copy of the color-coded map that was updated based on the Commissioners' input.

BUSINESS MEETING

Chair Report

Chair Wofford did not have any additional items to report.

Director Report

Director Spencer thanked the Commissioners, consultants and citizens for adapting to the virtual meeting format. She announced that the Department of Community Development closed on March 16th and has set up an entirely digital operation. Everyone in the department is working, and most are doing so remotely. The permit process and other functions of the department are done remotely, as well. Since March 16th, they have taken in 85 new permit applications. Permits approved in March equate to more than \$10 million in construction, which is a record. As of April 17th, the department has approved \$16 million in construction. Only \$5 million in construction was issued in April 2019, which was a record-breaking year for the City. Permit activity doesn't seem to be slowing down, and developers remain confident that construction will resume as soon as the Governor lifts the ban.

Director Spencer announced that notices were sent out to property owners on the Shoreline, letting them know that the City is in the process of updating its Shoreline Master Program. In addition to permit activity, staff remains busy working on all of the legislative mandates that are required by the State.

Director Spencer advised that the Commission's next meeting is May 18th and will likely be a virtual meeting format. **Ms. Spencer** said that the May 18th meeting will include continued discussion or a potential public hearing on the EEC Subarea Plan. The Commission will also be continuing discussions soon related to affordable housing (accessory dwelling units and cottages). In the summer, they will be working on the Shoreline Master Program update.

Old Business

There was no old business.

New Business

There was no new business.

ADJOURNMENT

The meeting was adjourned at 7:49 p.m.

Respectively Submitted by:

Andrea L Spencer, AICP
Executive Secretary

Nick Wofford, Chair
Planning Commission

**CITY OF BREMERTON, WASHINGTON
PLANNING COMMISSION AGENDA ITEM**

AGENDA TITLE:	Workshop for Zoning Code Amendment: Amend ADU Code with focus on State Recommendations
DEPARTMENT:	Community Development
PRESENTED & PREPARED BY:	Allison Satter, Planning Manager, (360) 473-5845 or Allison.Satter@ci.bremerton.wa.us Isaac Gloor, Planner (360) 473-5281 or Isaac.Gloor@ci.bremerton.wa.us

EXECUTIVE SUMMARY

The purpose of the workshop is to discuss potential zoning code amendments to Accessory Dwelling Units (ADUs). In 2019, the city was awarded a grant from the Department of Commerce in order to implement new State recommended guidelines for increasing urban residential building capacity in the form of Accessory Dwelling Units. There are 3 areas of the Bremerton Municipal Code that would need to be revised to meet the recommendations of the State guidelines:

- A. Size Requirements
- B. Parking Requirements
- C. Owner Occupancy and Ownership Requirements

In addition, Bremerton is seeking feedback if we should consider changes to:

- D. ADU Design Standards

This item, per State requirements, must be completed by June 15th, 2021.

ORDERS OF THE DAY:

The purpose of this workshop is to consider public testimony and allow the Planning Commission to provide direction for environmental review and public/agency outreach prior to the Public Hearing.

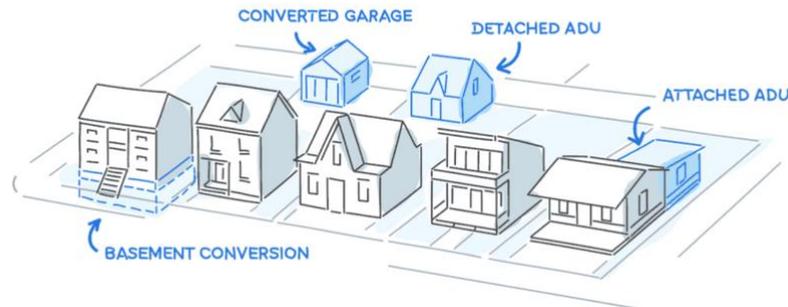
ATTACHMENT:

- Attachment 1: Proposed Code Amendments to BMC 20.46.010 Accessory Dwelling Units

ZONING CODE AMENDMENT: ACCESSORY DWELLING UNITS

Background:

Accessory Dwelling Units (ADU) – also referred to as accessory apartments, second units, mother-in-law homes, or granny flats – are additional living quarters on single-family lots that are independent of the primary dwelling unit. The separate living spaces are equipped with kitchen and bathroom facilities and can be either attached or detached from the main residence.



Development of accessory dwelling units can be traced back to the early twentieth century, when they were a common feature in single family housing. As suburbs continued to be a prevalent form of housing development, the rapid growth of suburbs reinforced the high demand for lower-density development and ultimately led most jurisdictions to prohibit ADU construction. In spite of the zoning restrictions, illegal construction of ADUs continues in communities where housing stock does not meet demand.

In 1993, the State required most Washington Cities and Counties to adopt ordinances that allowed for and encouraged ADUs, and this was when the City of Bremerton first amended the zoning code to allow them. In the time since, the ADU code has been amended multiple times. Most recently, in 2017, a proposal was brought before the City Council to remove the owner occupancy requirement and add additional design standards. Prior to this, code required the property owner to reside at the primary unit or in the ADU for at least 6 months of a year. Instead of eliminating the owner occupancy requirements, the City Council decided to raise required owner occupancy from 6 months to year-round, and they adopted stricter design requirements.

Presently Staff receives a few ADU applications each year, but we discuss ADU requirements several times a month with interested individuals. Most of these inquiries do not result in applications to construct ADUs. Many owners are not able to abide by the current ADU requirements, and as a result of this, the City processes very few ADU permits.

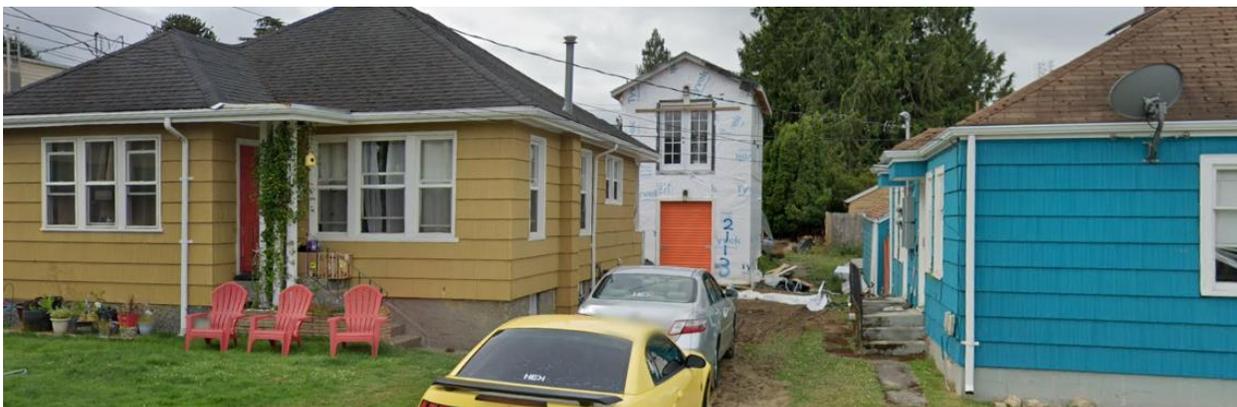
In 2019, Washington State passed into law a new bill, [House Bill 1923](#), aimed at increasing 'Urban Residential Building Capacity'. This law contains several specific housing recommendations in order to achieve that goal. One of these recommendations relates to Accessory Dwelling Units, and includes the specific code recommendations detailed later in this report. In light of these new recommendations, and as a result of the unprecedented housing pressure in the Puget Sound region and Bremerton specifically, the proposal in front of Planning Commission at this workshop is to discuss potential amendments to the ADU criteria to increase the chance that this lower-impact development option may be utilized. The City of Bremerton is an urban city with high residential demand, and the proposed codes that reflect that aspect and provide for infill in the City's residential zones.

The following table displays the State Recommendations for ADUs as outline in House Bill 1923.

House Bill 1923 ADU Recommendations	Does current ADU Code meet State Requirements?	Relevant Bremerton Code: BMC 20.46.010	Notes
Size: CANNOT limit ADU size smaller than 1000 sf.	No	Current code restricts the ADU size to 60% of the floor area of the main unit.	This item is discussed further in item (B), on Page 4.
Parking: CANNOT require on-site parking for the ADU.	No	Current code requires one additional parking space be provided for the ADU, in addition to the two mandatory parking spaces provided for the main unit.	This item is discussed further in item (C), on Page 5.
Occupancy: CANNOT require owner occupancy	No	Current code requires owner occupancy year-round.	This item is discussed further in item (A), on Page 4.
Types of ADUs: MUST authorize attached ADUs on all parcels containing single family homes, provided the lot is at least 3200 sf. AND MUST authorize attached and detached ADUs on all parcels containing single family homes, provided the lot is at least 4356 sf.	Yes	This requirement is satisfied by current code. ADUs are currently allowed anywhere a new or existing single family dwelling is allowed.	No further action is necessary to comply with this requirement.
Rent/Sale: MUST allow the ADU to be rented and/or sold separately from the main unit.	Yes	This requirement is satisfied by current code. No current restriction exists against this provision.	No further action is necessary to comply with this requirement.

A draft copy of the proposed amended code that satisfies these recommendations is included with this document as **Attachment 1**. The remainder of this report goes into details and analysis of each proposed amendment listed above that requires a change.

In addition to these State recommended items, further elements of the ADU code, such as the existing design standards, may also be discussed at this workshop.



Picture shows ADU being constructed in West Bremerton.

Amendments

To achieve our goals of reducing development impediments and conforming with State recommendations for ADUs, the following are the proposed amendments:

A. Size:

Change the size restrictions. Currently, Code limits the size of ADU's to 60% of the principal unit's habitable floor area. This has the potential to penalize the owners of smaller homes by possibly requiring a potential ADU to be too small to be economical. The proposal is to change the size restrictions to a maximum ADU square footage of 60% of the primary structure, or 1000 square feet, whichever is larger. This is a requirement in order to be in conformance with State recommendations.

The City of Vancouver, British Columbia, has had similar ADU requirements for years, with a maximum ADU size of 900 square feet. In 2018, Vancouver completed a survey ([linked here](#)) of tenants and owners of detached ADUs (note: in Vancouver, detached ADUs are largely known as 'laneway houses'). The finding was that the primary desire from occupants of detached ADUs in the city was to have more interior living space. Design standards will be utilized in order to ensure that ADUs remain a distinct development type from other forms of residential units. Development coverage standards will still apply to residential lots. For instance, in the R-10 zone, the maximum that a lot may be covered by impervious surfaces is 60%. Thus, if the existing structures and pavement occupy 40% of the lot, new ADU construction could only occupy a maximum of 20% of the lot area (for a total of 60% lot coverage).

CURRENT CODE (BMC 20.46.010(e)):

An ADU shall be subordinate to the principal unit. The ADU shall be limited to not more than sixty (60) percent of the principal unit's total habitable floor area with the following exception:

- (1) To encourage the compact infill development and use of existing single-family homes, if a residence that was constructed or remodeled prior to January 1, 2017, is proposed to be divided into a principal unit and an ADU, the Director may allow equal square footage for the principal unit and the ADU if the ADU is located completely on a single floor of the existing residence. This does not apply to detached ADUs.

POTENTIAL CODE AMENDMENT:

An ADU shall be subordinate to the principal unit. The ADU shall be limited to **1,000 square feet or** not more than sixty (60) percent of the principal unit's total habitable floor area, **whichever is greater,** with the following exception:

- (1) To encourage the compact infill development and use of existing single-family homes, if a residence that was constructed or remodeled prior to January 1, 2017, is proposed to be divided into a principal unit and an ADU, the Director may allow equal square footage for the principal unit and the ADU if the ADU is located completely on a single floor of the existing residence. This does not apply to detached ADUs.

B. Parking Requirements

~~Remove on-site parking requirements.~~ Currently, the code requires one (1) parking space be provided for an ADU, in addition to the 2 parking spaces that are required for single family dwellings. This has the potential to pose as an unnecessary burden to the addition of some ADUs. One 8'x18' parking space (the minimum size permissible) requires 144 square feet of pavement, which can be difficult and expensive to provide on lots with inconvenient site conditions. In addition, many ADUs are used as housing for aging, younger, or disabled family members who may not require a vehicle. In these cases, requiring the addition of a parking space adds cost and reduces usable lot space unnecessarily.

According to US Census Data from 2018, 14.4% of Bremerton's households do not own a vehicle, comparable to Seattle at 17.3%, and much higher than Washington as a whole at 6.9%. In Portland, widely considered to be the leader in the US on ADU construction, no parking is required to be provided for ADUs. Despite this, 63% of Portland's ADUs still provide an off-street parking space, and according to a State of Oregon study, the impact of ADUs on parking standards is negligible. The State of Oregon's determination was that unless factors change substantially from what they observed, "the fear that ADUs harm parking conditions will have little rational basis". This is partly because ADUs are dispersed throughout the city, making any single ADU increase parking demand only minutely, and typically by much less than other types of residential development. The full study is linked [here](#). Attached to this report is an [online article](#), which summarizes many of these points in more detail.

Bremerton Vehicle Ownership Compared

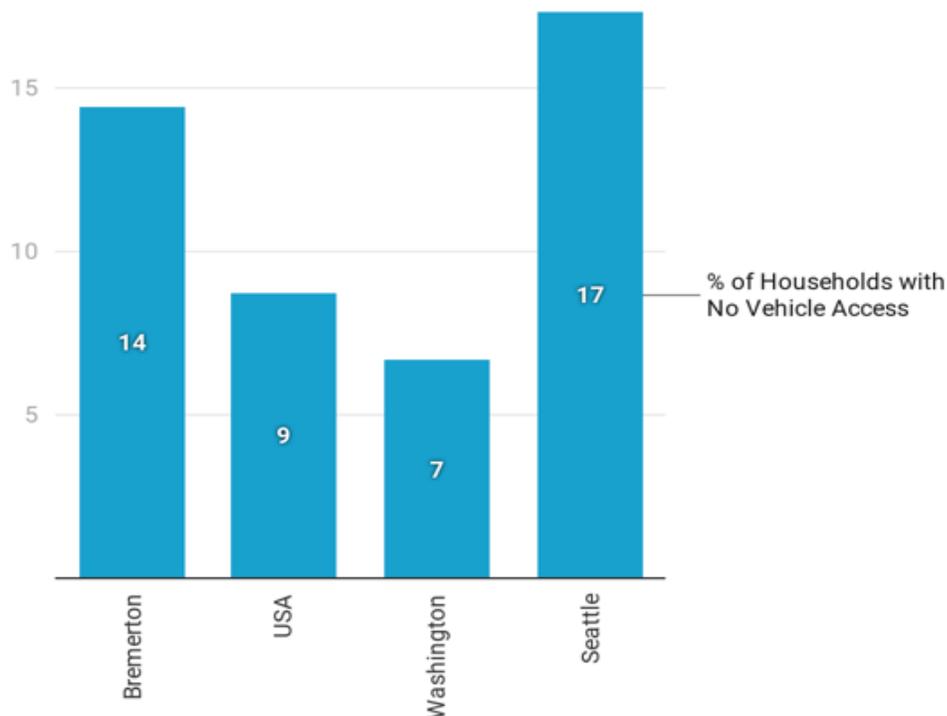


Chart: Isaac Gloor • Created with Datawrapper

Because of the reasons listed, and in order to comply with State recommendations, the City is considering removing parking requirements for ADUs. Potential parking impacts are proposed to be mitigated via new code that prohibits parking that currently exists from being removed for the construction of the ADU. In addition, a primary dwelling must have or construct 2 parking spaces, in accordance with existing residential parking code, in order for an ADU to be permitted.

CURRENT CODE (BMC 20.46.010(h)):

Accessory dwelling units shall provide one (1) off-street parking space in addition to that which is required for the principal unit. When adding an ADU, all driveways and areas used for loading, parking, and maneuvering vehicles on the parcel shall have a paved surface.

POTENTIAL CODE AMENDMENT:

Accessory dwelling units shall provide one (1) off-street parking space in addition to that which is required for the principal unit. When adding an ADU, an ADU is not required to provide additional off-street parking space. The site must comply with BMC 20.48, off-street parking requirements, including providing the required parking spaces for the principal unit and that all driveways and areas used for loading, parking, and maneuvering vehicles on the parcel shall have a paved surface.



C. Owner-Occupancy

Remove owner-occupancy requirements. Currently, the code requires that a property owner occupies either the ADU or the primary residence of the ADU year-round. This proposal is to remove this requirement in order to conform with State recommendations. This is an increasingly common choice in areas with a strong need for housing and is a supported infill tool as the City's Infill Toolkit identifies. This amendment would mean that both the single family dwelling and the ADU could both be rented out at the same time.

CURRENT CODE - BMC 20.46.010(k):

The property owner, which shall include titleholders and contract purchasers, must occupy either the principal unit or the ADU as their permanent residence for all twelve (12) months of the year.

PROPOSED CODE, as further shown in **Attachment 1**, is to remove this section:

The property owner, which shall include titleholders and contract purchasers, must occupy either the principal unit or the ADU as their permanent residence for all twelve (12) months of the year.

The above proposal represents the minimum amendment required to comply with State recommendations. However, concerns have been expressed that removing owner-occupancy requirements would lead to absentee landlords, and thus negatively impact property maintenance. For the record, there are a few facts that should be considered:

- **Little evidence exists** that renters on average maintain their housing units in worse condition than property owners do, and there is no current code that restricts those that own single family dwellings from posting them for rent. The City's previous Commissioner, Commissioner Nerf, made applicable comments in 2017 about this: he explained that there is no City code that would prohibit a neighborhood from being rentals, why do we care so much about the owner-occupied requirement for ADUs?
- **Other Cities:** The City of Portland removed owner-occupancy requirements for ADUs in 1998. Despite this, 64% of Portland properties with ADUs remain owner-occupied. Portland's experience with their revised ADU provisions is linked [here](#). Other Washington cities that do not require ADU owner-occupancy include Gig Harbor, Bainbridge Island, Olympia, Lacey, and Vancouver. Staff anticipates with this State recommendation, more cities will remove this requirement.

- **Existing BMC Protections:** Existing standards in Bremerton’s code currently require that properties be maintained, whether the property is renter or owner occupied. These requirements also apply to ADUs. For instance, at BMC 17.04.110, the City adopts the majority of the International Property Maintenance Code’s third chapter, regarding External Property Areas. In addition to more detailed standards, this requires that all exterior property areas are maintained in a clean and sanitary condition. Chapter 6 of BMC, regarding Health and Sanitation, also contains existing Code that applies to ADUs including maintenance of nuisance vegetation and proper garbage control. These existing maintenance codes could potentially be cited in the revised ADU code section. A potential code amendment is the following:

POTENTIAL CODE AMENDMENTS:

(k) The property owner, which shall include titleholders and contract purchasers, must occupy either the principal unit or the ADU as their permanent residence for all twelve (12) months of the year. must abide by the following:

- (1) International Property Maintenance Code Chapter 3 Section 302 concerning Exterior Property Areas, except those not adopted as enumerated in BMC 17.04.110; and
- (2) All applicable provisions in Chapter 6 of the BMC regarding Health and Sanitation including maintaining nuisance vegetation, proper garbage and refuse containment, and maintaining the buildings to not qualify as an unfit dwelling, building, structure and/or premise.



D. Design Standards

Amend or Remove Design Restrictions: Currently, the code (shown below) requires that the appearance of the building remains that of a single family residence. It also requires that an ADU must architecturally blend into the existing neighborhoods, have a roof of an equal or greater pitch as the main unit, and have eaves that project at least 12 inches. In addition to this, owners must choose at least 4 standards from a list that includes options such as dormers, bay windows, shutters, and brickwork. These design standards have proven to be barriers to the creation of ADUs. The City of Bainbridge Island has simplified their design standards to simply state that: 'Accessory dwelling units shall be designed to maintain the appearance of the primary dwelling as a single-family dwelling...'. The City of Seattle, in a recent comprehensive reform of their ADU code, has removed the vast majority of their design restrictions, only maintaining standards for ADU entrances on certain facades.

While it is not required to be in compliance with the new State recommendations of HB 1923, amending the design standards for ADUs would help the City accomplish the goal of the bill. The options we would like to consider at this workshop are:

- A. Remove the design standards: This approach would be to remove section (f) of the ADU code containing the design standards, similar to the Seattle code example above.
- B. Amend the design standards: This approach would simplify the design standards, allowing for more variability, similar to the Bainbridge Island code example above.
- C. Keep the design standards as-is: This approach would leave the current design restrictions in place.

CURRENT ADU DESIGN CODE

(f) Any ADU shall be designed so that the appearance of the building remains that of a single-family residence and should architecturally blend into the existing neighborhoods through careful design. Unless the ADU is limited to only interior remodeling of an existing single-family dwelling, a proposed ADU shall meet the following design standards:

(1) Exterior Finish. The exterior of an ADU shall have siding and roofing which in color, material and appearance are comparable to the predominant materials of the primary dwelling unit and/or characteristics of the neighborhood.

(i) Roofing. A roof of equal or greater pitch as the principal unit.

(ii) Eaves. The minimum projection is twelve (12) inches.

(2) Detailed Design. All ADUs shall provide detailed design using at least four (4) of the following architectural features:

(i) Trim to denote all building's roof lines, porches, windows and doors that is at least three (3) inches wide;

(ii) Dormers;

(iii) Gables;

(iv) Recessed entries;

(v) Covered porch entries;

(vi) Offsets in building face or roof (minimum sixteen (16) inches);

(vii) Bay windows;

(viii) Decorative cornices and roof lines;

(ix) Shutters;

(x) Brickwork, masonry or stucco;

(xi) Any alternative feature providing visual relief similar to the options listed above provided it must be approved by the Director.

Summary

The zoning code amendments proposed in this document help satisfy Bremerton's urgent need for additional housing, satisfy the Goals and Policies of the Comprehensive Plan, and meet the requirements of the new State recommendations regarding ADUs. It is not the intent of these amendments to provide for ADUs on every residential property, nor should they be deemed to create a right or privilege to establish or maintain an ADU which is not strictly in compliance with these regulations.

Staff recommends that Planning Commission review the materials, take public testimony, and provide direction on ADUs. Staff will perform environmental review and public outreach of the proposed amendments, and will specifically provide notice to the Kitsap Building Association who have expressed interest in this topic.

Amendments to Comply with [E2SHB 1923](#)

Changes are shown in legislative mark-up to the [Bremerton Municipal Code](#): Text additions are underlined, text removal is strikethrough. All text changes are in red text.

Example: **Removed this section Added this section.**

20.46.010 ACCESSORY DWELLING UNITS.

An accessory dwelling unit (ADU) may be permitted anywhere a new or existing single-family dwelling unit (hereafter, "principal unit") is allowed. Accessory dwelling units are exempt from the density requirements of the underlying zone and shall be subject to the following requirements:

(a) An ADU shall comply with the development standards of the underlying zone for the principal unit including setbacks, height, and lot coverage or BMC 20.44.060, accessory structures setbacks for detached ADUs.

(b) An ADU may be attached or detached from the principal unit.

(c) Only one (1) ADU may be created per lot. The lot shall only contain one (1) single-family dwelling unit and one (1) ADU.

(d) Manufactured homes may be allowed as an accessory dwelling unit provided it complies with the design criteria of ADUs and must comply with BMC 20.46.040, manufactured home provisions, excluding BMC 20.46.040(a)(2) and (6) regarding size and roof pitch.

(e) **An ADU shall be subordinate to the principal unit.** The ADU shall be limited to 1,000 square feet or not more than sixty (60) percent of the principal unit's total habitable floor area, whichever is greater, with the following exception:

(1) To encourage the compact infill development and use of existing single-family homes, if a residence that was constructed or remodeled prior to January 1, 2017, is proposed to be divided into a principal unit and an ADU, the Director may allow equal square footage for the principal unit and the ADU if the ADU is located completely on a single floor of the existing residence. This does not apply to detached ADUs.

(f) Any ADU shall be designed so that the appearance of the building remains that of a single-family residence and should architecturally blend into the existing neighborhoods through careful design. Unless the ADU is limited to only interior remodeling of an existing single-family dwelling, a proposed ADU shall meet the following design standards:

(1) Exterior Finish. The exterior of an ADU shall have siding and roofing which in color, material and appearance are comparable to the predominant materials of the primary dwelling unit and/or characteristics of the neighborhood.

(i) Roofing. A roof of equal or greater pitch as the principal unit.

(ii) Eaves. The minimum projection is twelve (12) inches.

(2) Detailed Design. All ADUs shall provide detailed design using at least four (4) of the following architectural features:

(i) Trim to denote all building's roof lines, porches, windows and doors that is at least three

(3) inches wide;

(ii) Dormers;

(iii) Gables;

(iv) Recessed entries;

(v) Covered porch entries;

(vi) Offsets in building face or roof (minimum sixteen (16) inches);

(vii) Bay windows;

(viii) Decorative cornices and roof lines;

(ix) Shutters;

(x) Brickwork, masonry or stucco;

(xi) Any alternative feature providing visual relief similar to the options listed above provided it must be approved by the Director.

(g) The entrance to an attached ADU shall not be on the same facade of the structure as an entrance to the principal unit. Exterior stairway shall not be constructed on the street-frontage side of the principal dwelling unit.

- (h) Accessory dwelling units shall provide one (1) off-street parking space in addition to that which is required for the principal unit. When adding an ADU, ~~an ADU is not required to provide additional off-street parking space. The site must comply with BMC 20.48, off-street parking requirements, including providing the required parking spaces for the principal unit and that~~ all driveways and areas used for loading, parking, and maneuvering vehicles on the parcel shall have a paved surface.
- (i) When development of an ADU is for people with disabilities, the Director may allow reasonable deviation from the stated requirements to install features that facilitate accessibility such as those required by the International Building Code.
- (j) An ADU shall be required to be served by City water and sewer or an approved septic system.
- (k) The property owner, which shall include titleholders and contract purchasers, ~~must occupy either the principal unit or the ADU as their permanent residence for all twelve (12) months of the year. must abide by the following:~~
- ~~(1) International Property Maintenance Code Chapter 3 Section 302 concerning Exterior Property Areas, except those not adopted as enumerated in BMC 17.04.110; and~~
 - ~~(2) All applicable provisions in Chapter 6 of the BMC regarding Health and Sanitation including,~~
- (l) An ADU shall have a deed restriction recorded with the Kitsap County Auditor to indicate the presence of the ADU, ~~the requirement of owner occupancy,~~ and other standards for maintaining the unit as described above. (Ord. 5330 §3, 2017: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5008 §4, 2007: Ord. 4950 §8 (Exh. A) (part), 2005)