



PLANNING COMMISSION

AGENDA

October 28, 2014

ROLL CALL: FAKKEMA _____ WASINGER _____
 PICCONE _____ PETERSON _____
 FREEMAN _____ SCHLECHT _____
 PIERCE _____

1. *Page 3*
Approval of Minutes – September 23, 2014
2. **Public Comment** – Planning Commission will accept public comment for items not otherwise on the agenda for the first 15 minutes of the Planning Commission meeting.
3. *Page 6*
SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) – Public Hearing
The Planning Commission will conduct a public hearing to consider the updates to the Six-Year Transportation Improvement Program for the years 2015-2020. The Planning Commission will forward a recommendation to the City Council at the conclusion of the hearing.
4. *Page 26*
2014 COMPREHENSIVE PLAN AMENDMENT: 2015 – 2020 CAPITAL IMPROVEMENT PLAN – Public Hearing
The Planning Commission will conduct a public hearing on the 2015-2020 Capital Improvement Plan. The Capital Improvement Plan identifies necessary capital projects to serve the community such as streets, waterlines and sewer lines. It will be necessary for the Planning Commission to forward a recommendation to the City Council. The Planning Commission will also forward their recommendations on all of the 2014 amendments to the City Council. The City Council will consider this amendment along with other 2014 Comprehensive Plan Amendments at the end of this year.
5. *Page 55*
DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting
The Countywide Planning Policies (CWPP) are policy statements adopted by Island County and the jurisdictions within intended to establish a countywide framework from which county and city comprehensive plans are developed. Adoption of the CWPP is required by the Growth Management Act and they are being revised as part of the 2016 update to the Comprehensive Plan. Staff will introduce the draft CWPP to the Planning Commission.

MINUTES

September 23, 2014

**PLANNING COMMISSION
REGULAR MEETING
CITY HALL – COUNCIL CHAMBERS
September 23, 2014**

ROLL CALL: Present: Keith Fakkema, Bruce Freeman, Greg Wasinger and Mike Piccone
Absent: Sandi Peterson and Ana Schlecht
Staff Present: Development Services Director, Steve Powers; Senior Services Administrator, Mike McIntyre; Senior Planner, Cac Kamak and Associate Planner Ray Lindenburg

Chairman Fakkema called the meeting to order at 7:30 p.m.

MINUTES: MR. FREEMA MOVED, MR. WASINGER SECONDED, MOTION CARRIED TO APPROVE THE AUGUST 26, 2014 MINUTES AS PRESENTED.

PUBLIC COMMENT:
None

PERMIT EXTENSION FOR ADULT DAY CARE CONDITIONAL USE PERMIT – Public Hearing

Senior Services Administrator, Mike McIntyre detailed the purpose of the building and the reason for the conditional use permit extension. Mr. Powers explained that the Municipal Code allows for the use of modular buildings in Public Facilities zoned properties with a conditional use permit and recommended the Planning Commission hold a public hearing and adopt the Findings, Conclusions and Record of Decision and approve the two-year extension for the use of an existing modular structure in the Public Facilities zoning district.

Mr. Fakkema opened the public hearing for public comment at 7:37 p.m. Seeing none the public hearing was closed.

ACTION: MR FREEMAN MOVED, MR.PICCONE SECONDED, MOTION CARRIED TO ADOPT THE FINDINGS, CONCLUSIONS AND RECORD OF DECISION AND APPROVE THE TWO-YEAR EXTENSION FOR THE USE OF AN EXISTING MODULAR STRUCTURE IN THE PUBLIC FACILITIES ZONING DISTRICT.

2015 – 2020 CAPITAL IMPROVEMENT PLAN – Public Meeting

Mr. Powers summarized the purpose and background of the Capital Improvement Plan and guided the Planning Commission through the organization of the document.

Planning Commission Discussion

Planning Commission asked Mr. Powers if General Funds can be used for capital projects, how the amount (1.5 million) for future parks was determined, will rates increase and are the projects on schedule. Planning Commission also asked if the NE 7th Avenue improvements have been postponed.

Mr. Powers' responses:

General Funds – General Funds can be used for capital projects but General Fund demands are too great since they are used for Parks projects, Police, Fire and many of the functions of the City.

Future parks – 1.5 million for future parks is an educated guess and is determined by acreage and our sense of what past projects and acquisitions have cost us. The numbers will be refined once the projects get started.

Rate increases – rate increases depend on the utility. Since we knew that the new wastewater treatment facility would be a significant expenditure the rates were increased a few years ago. We routinely look at our rates and have incremental increases so that we can afford projects.

NE 7th Avenue project – Staff was successful in receiving two grants from the Regional Transportation Organization but the City lacked the matching funds so the City had to return the grant funds. The project is still ranked high.

Project schedule – The City tries to make a realistic list of projects that can be accomplished but what happens to the list is that other things may come up that take away staff resource to administer the projects. That is what typically changes the schedule.

Mr. Powers also noted that the City does a 2-year budget and a 6-year Capital Improvement Plan. The City is working to see that the 2-year budget matches the first 2-years of the Capital Improvement Plan.

Mr. Powers stated that the goal is to have the Planning Commission public hearing on the CIP next month and if the Planning Commission is comfortable with the document make a recommendation to the City Council then the City Council will have a public hearing on November 5th and they will potentially take action. If not, the fall-back date will be the November 18th meeting.

ADJOURN: 8:24 p.m.

Minutes submitted by: Katherine Gifford

SIX-YEAR
TRANSPORTATION
IMPROVEMENT
PROGRAM
(TIP)

Public Hearing

**City of Oak Harbor
Planning Commission**

Date: October 28, 2014
Subject: Six-Year Transportation
Improvement Program

FROM: Cathy Rosen, Public Works Director
Joe Stowell, City Engineer

PURPOSE:

The Planning Commission is requested to hold a public hearing for the Oak Harbor 2015-2020 Six-Year Transportation Improvement Program (TIP) and make a recommendation to the City Council for consideration and adoption.

AUTHORITY:

The City is authorized and required to adopt a Six-Year Transportation Improvement Program and forward the program to the State of Washington in accordance with RCW 35.77.010.

DISCUSSION

The City is required by State law to submit an approved Six-Year Transportation Improvement Program (TIP). The primary purpose of the TIP is to facilitate use of Federal transportation funds awarded to the City. Projects that have Federal funding must appear in the Six-Year TIP at the local and State level so that the City can obligate and eventually use the Federal funds.

The projects listed on the TIP are coordinated with those listed in the Transportation Element of the Comprehensive Plan. Coordinating projects among the Transportation Comprehensive Plan, the Six-Year TIP, and the Capital Facilities Plan facilitates our collaboration with other agencies and work with utility companies, and our communication with the public on planned transportation projects. It also helps the City remain focused on a manageable list of transportation projects.

The Six-Year TIP form includes a number of codes and symbols used in the statewide management of the regional TIP documents. A copy of the TIP code key is attached. A symbol in the status column of "S" means funding is secured while a symbol of "P" indicates the project is not currently funded. The form of the Six-Year TIP includes a priority number associated with each project. Please note that the priority numbering in the TIP is not intended to supersede or be superimposed into the citywide effort of overall capital project prioritization.

The following projects are included in the TIP:

1. SW Heller Street Improvements – Swantown to Whidbey
2. Whidbey Avenue Reconstruction – Heller to Regatta
3. Midway / NE 7th – Intersection Signalization
4. Eagle Vista Extension – SR-20 to SW Rosario Place

5. SE 4th Reconstruction – Midway to Ely
6. SR-20 Improvements – Roundabouts
7. Whidbey Avenue Pedestrian Crossing
8. Water Front Trail Enhancement Project
9. NW Heller Street Overlay – Whidbey to Crosby
10. Update to the Transportation Element of the Comprehensive Plan

The two bottom projects have been added to the running list for TIP this year: the overlay of NW Heller Street and the update of the Transportation Element of the Comprehensive Plan.

The Heller project is a 2-inch-thick overlay of the surface of NW Heller Street, from West Whidbey Avenue to NW Crosby Avenue. The purpose of the project is to preserve the existing road by replacing the wearing surface of the street. The curb ramps in the project area will also be reconstructed as part of this project; this will enhance safety and increase compliance with the Americans with Disabilities Act.

The update of the Transportation Element of the Comprehensive Plan is required for cities (such as Oak Harbor) that plan in accordance with the Washington Growth Management Act (GMA). The deadline for our update to the Comprehensive Plan is June 30, 2016. The Transportation Element is the foundation for the City's planned transportation projects in the near-term future which will describe and prioritize projects following a thorough public involvement process.

As was previously noted, the City is required by State law to submit an approved Six-Year TIP. This submittal process is accomplished in conjunction with the Regional Transportation Planning Organization (RTPO). Once approved by the Council, the City's TIP is submitted to the RTPO. In turn, the RTPO submits a regional TIP to the State each year. The State then prepares a statewide TIP in January of each year. The incorporation of the City's projects into this statewide TIP is what enables Oak Harbor to spend Federal funds on local transportation projects.

RECOMMENDED ACTION:

1. Conduct a public hearing.
2. Recommend that the City Council adopt the 2015-2020 Six-Year Transportation Improvement Program.

ATTACHMENTS:

- ✓ Six-Year Transportation Improvement Program (TIP)
- ✓ TIP code key from WSDOT
- ✓ Map of improvement locations

Six Year Transportation Improvement Program From 2015 to 2020

Agency: Oak Harbor

County: Island

MPO/RTPO: Skagit Island
RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	1	SW Heller Street Improvements SW Heller Street SW Swantown Ave to W Whidbey Ave R/W Acq., pave, curb, gutter, sidewalk, utilities, transit	WA-05970	10/28/14	11/05/14		14-37	04	C G O P S T W	0.780	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2018		0		0	1,134,000	1,134,000
P	RW	2019		0		0	486,000	486,000
P	CN	2020		0		0	6,480,000	6,480,000
Totals				0		0	8,100,000	8,100,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	600,000	534,000	0
RW	0	0	0	286,000	200,000
CN	0	0	0	0	6,480,000
Totals	0	0	600,000	820,000	6,680,000

Six Year Transportation Improvement Program From 2015 to 2020

Agency: Oak Harbor

County: Island

MPO/RTPO: Skagit Island
RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	2	Whidbey Avenue Reconstruction Whidbey Avenue Heller St to Regatta Dr Sidewalk, curb & gutter, drainage, transit facilities, non-motorized	WA-05971	10/28/14	11/05/14		14-37	03	C G P T W	1.800	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017		0		0	1,232,000	1,232,000
P	CN	2019		0		0	7,568,000	7,568,000
Totals				0		0	8,800,000	8,800,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	600,000	632,000	0	0
CN	0	0	0	7,568,000	0
Totals	0	600,000	632,000	7,568,000	0

Six Year Transportation Improvement Program From 2015 to 2020

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	3	Midway Blvd / NE 7th Ave Intersection Signalization NE Midway Blvd to Traffic Signal	WA-05972	10/28/14	11/05/14		14-37	03	C G O P S T W		CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016		0		0	114,000	114,000
P	RW	2017		0		0	76,000	76,000
P	CN	2018		0		0	760,000	760,000
Totals				0		0	950,000	950,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	11,400	0	0	0	0
RW	0	76,000	0	0	0
CN	0	0	760,000	0	0
Totals	11,400	76,000	760,000	0	0

Six Year Transportation Improvement Program From 2015 to 2020

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	4	Eagle Vista Street - West Extension SW Eagle Vista St SR-20 to SW Rosario Pl Street extension	WA-05973	10/28/14	11/05/14		14-37	01	C G O P S T W	0.410	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2016		0		0	420,000	420,000
P	CN	2018		0		0	2,580,000	2,580,000
Totals				0		0	3,000,000	3,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	420,000	0	0	0	0
CN	0	2,580,000	0	0	0
Totals	420,000	2,580,000	0	0	0

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	5	SE 4th Ave Reconstruction SE 4th Ave SW Midway Blvd to SE Ely St Street reconstruction, sidewalk, curb & gutter, storm water facilities, utilites	WA-05974	10/28/14	11/05/14		14-37	04	C G O P S T W	0.410	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2018		0		0	342,000	342,000
P	CN	2019		0		0	2,098,000	2,098,000
Totals				0		0	2,440,000	2,440,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	342,000	0	0
CN	0	0	0	2,098,000	0
Totals	0	0	342,000	2,098,000	0

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	6	SR-20 Improvement SR-20 SE Barrington Dr to SW Swantown Ave R/W Acq., intersection improvements & channelization, widening, sidewalk, curb & gutter, retaining walls, & landscaping.	WA-05976	10/28/14	11/05/14		14-37	03	C G O P S T W	0.690	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2019		0	WSDOT	3,100,000	116,000	3,216,000
P	RW	2020		0	WSDOT	5,000,000	186,000	5,186,000
P	CN	2020		0	WSDOT	16,000,000	1,528,000	17,528,000
Totals				0		24,100,000	1,830,000	25,930,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	1,500,000	1,716,000
RW	0	0	0	0	5,186,000
CN	0	0	0	0	17,528,000
Totals	0	0	0	1,500,000	24,430,000

Six Year Transportation Improvement Program From 2015 to 2020

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MPO/RTPO: Skagit Island
RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	7	Whidbey Avenue Pedestrian Crossing E Whidbey Ave E Whidbey Ave to E Whidbey Ave Mid-block pedestrian crossing, center refuge island, pedestrian-activated warning system, ADA retrofit, sidewalk	WA-06095	10/28/14	11/05/14		14-37	28	C G O P S T W		CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2015	TAP(US)	22,000		0	0	22,000
S	CN	2015	TAP(US)	202,500		0	0	202,500
Totals				224,500		0	0	224,500

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	22,000	0	0	0	0
CN	202,500	0	0	0	0
Totals	224,500	0	0	0	0

Six Year Transportation Improvement Program From 2015 to 2020

Agency: Oak Harbor

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RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	8	Waterfront Trail Enhancement Project Waterfront Trail Oak Harbor Marina to SW Scenic Heights St Complete project scope include repair of damaged section of existing trail, construction of new sidewalk, installing way-finding information, landscaping, historic and environmental education. As funded the project is limited to repair component only.	WA-06418	10/28/14	11/05/14		14-37	28	C G P S T W	2.090	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2015	TAP(US)	30,000		0	0	30,000
S	CN	2017	TAP(US)	120,000		0	0	120,000
Totals				150,000		0	0	150,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	30,000	0	0	0	0
CN	0	0	120,000	0	0
Totals	30,000	0	120,000	0	0

Six Year Transportation Improvement Program From 2015 to 2020

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RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	9	NW Heller Street Overlay NW Heller St. W. Whidbey Ave. to NW Crosby Ave. 2-inch thick overlay to surface for maintenance; replace curb ramps; striping.	WA-07425	10/28/14	11/05/14		14-37	06		0.600	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2015	STP(R)	29,410		0	4,590	34,000
P	CN	2015	STP(R)	269,015		0	41,985	311,000
Totals				298,425		0	46,575	345,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	34,000	0	0	0	0
CN	311,000	0	0	0	0
Totals	345,000	0	0	0	0

Six Year Transportation Improvement Program From 2015 to 2020

Agency: Oak Harbor

County: Island

MPO/RTPO: Skagit Island
RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	10	Update to the Transportation Element of the Comprehensive Plan N/A to GMA-Required Update to the Transportation Element of the Comprehensive Plan	WA-07426	10/28/14	11/05/14		14-37	18			CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2015	STP(R)	208,465		0	32,535	241,000
Totals				208,465		0	32,535	241,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	241,000	0	0	0	0
Totals	241,000	0	0	0	0

	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for Oak Harbor	881,390	24,100,000	25,199,110	50,180,500

APPENDIX A

IMPROVEMENT TYPE CODES

- 01 – New Construction Roadway
- 03 – Reconstruction, Added Capacity
- 04 – Reconstruction, No Added Capacity
- 05 – 4R Maintenance Resurfacing
- 06 – 4R Maintenance – Restoration & Rehabilitation
- 07 – 4R Maintenance – Relocation
- 08 – Bridge, New Construction
- 10 – Bridge Replacement, Added Capacity
- 11 – Bridge Replacement, No Added Capacity
- 13 – Bridge Rehabilitation, Added Capacity
- 14 – Bridge Rehabilitation, No Added Capacity
- 15 – Preliminary Engineering
- 16 – Right of Way
- 17 – Construction Engineering
- 18 – Planning
- 19 – Research
- 20 – Environmental Only
- 21 – Safety
- 22 – Rail/Highway Crossing
- 23 – Transit
- 24 – Traffic Management/Engineering – HOV

APPENDIX A (continued)

IMPROVEMENT TYPE CODES

- 25 – Vehicle Weight Enforcement Program
- 26 – Ferry Boats
- 27 – Administration
- 28 – Facilities for Pedestrians and Bicycles
- 29 – Acquisition of Scenic Easements and Scenic or Historic Sites
- 30 – Scenic or Historic Highway Programs
- 31 – Landscaping and Other Scenic Beautification
- 32 – Historic Preservation
- 33 – Rehab & Operation of Historic Transp. Buildings, Structures, Facilities
- 34 – Preservation of Abandoned Railway Corridors
- 35 – Control and Removal of Outdoor Advertising
- 36 – Archaeological Planning & Research
- 37 – Mitigation of Water Pollution due to Highway Runoff
- 38 – Safety and Education for Pedestrians/Bicyclists
- 39 – Establishment of Transportation Museums
- 40 – Special Bridge
- 41 – Youth Conservation Service
- 42 – Training
- 43 – Utilities
- 44 – Other
- 45 – Debt Service
- 47 – Systematic Preventive Maintenance

APPENDIX B

FEDERAL FUNCTIONAL CLASSIFICATIONS

No Functional Classification

< 5,000 Population

Interstate Rural
Principal Arterial Rural
Minor Arterial Rural
Major Collector Rural
Minor Collector Rural
Local Access Rural

> 5,000 Population

Interstate Urban
Freeways & Expressways Urban
Other Principal Arterials Urban
Minor Arterial Urban
Collector Urban
Local Access Urban

APPENDIX C

FEDERAL FUND CODES

5307	FTA Urbanized Area Formula Program
5309(Bus)	FTA Bus and Bus Facilities
5309(FG)	FTA Fixed Guideway Modernization
5309(NS)	FTA New Starts
5310	FTA Elderly Persons and Persons with Disabilities
5311	FTA Rural Area Formula Grants
5316	FTA Job Access & Reverse Commute Program (JARC)
5317	FTA New Freedom Program
FTA Discretionary	Discretionary Programs such as Alternatives Analysis (5339) and TIGGER Program
BIA	Bureau of Indian Affairs
BR	Bridge Replacement/Rehabilitation Program
CBI	Coordinated Border Infrastructure
CDBG	Community Development Block Grant (Dept. of Commerce)
CMAQ	Congestion Mitigation and Air Quality
DEMO	Demonstration Projects (High Priority, Sect. 112, 115, 117, 125 and 129)
Discretionary – FBD	Ferry Boat Discretionary
Discretionary – IMD	Interstate Maintenance Discretionary
Discretionary – ITS	intelligent Transportation Systems
Discretionary – PLH	Public Lands Highways (Federal Lands)
Discretionary – SB	Scenic Byways
Discretionary – STP	Surface Transportation Priorities

APPENDIX C (continued)

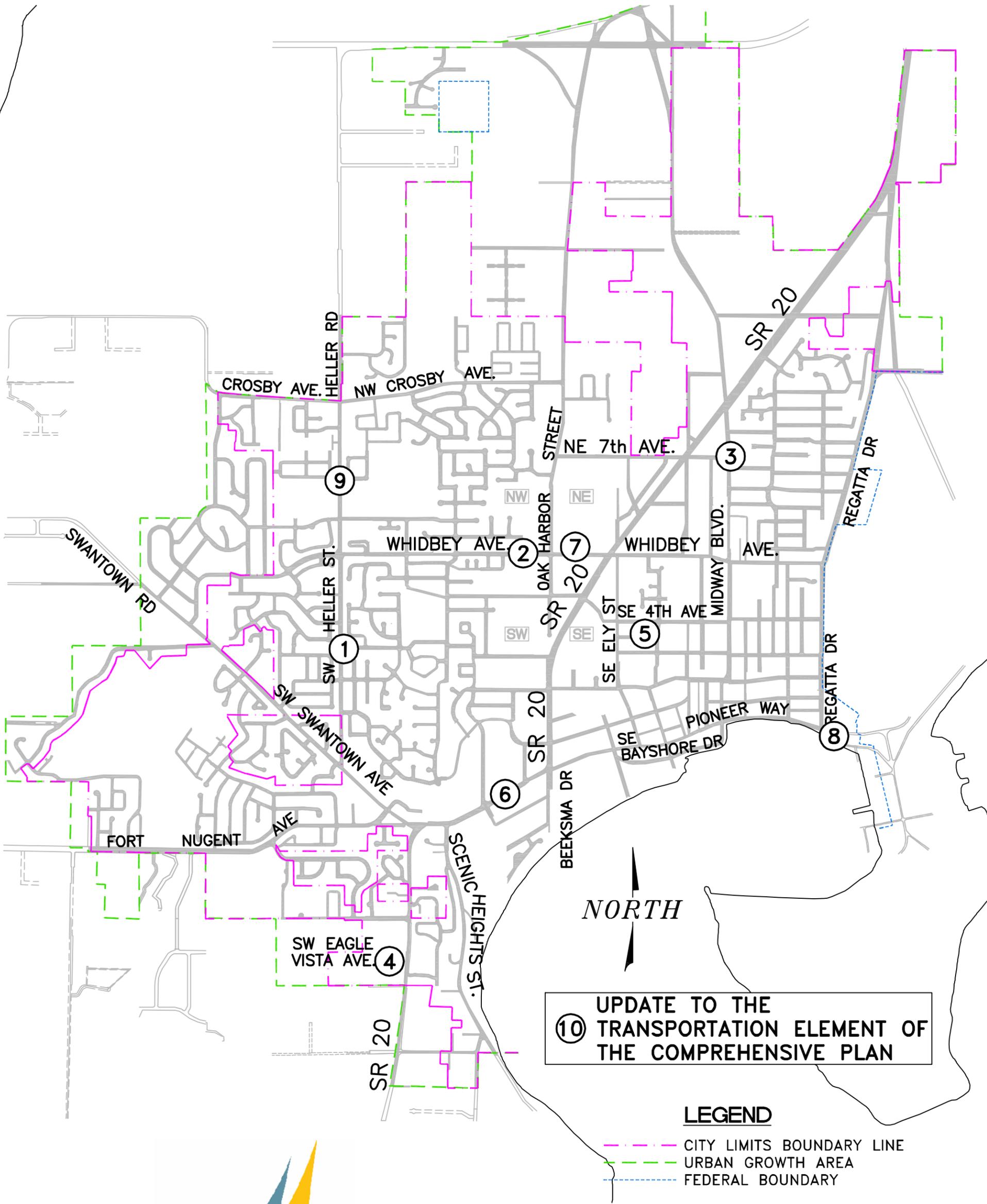
FEDERAL FUND CODES

Discretionary – TCSP	Transportation, Community & System Preservation Program
DOD	Department of Defense
FMSIB	Freight Mobility Strategic Investment Board
IM	Interstate Maintenance
IRR	Indian Reservation Roads
NHS	National Highway System
SRTS	Safe Routes to Schools
STP	Surface Transportation Program (WSDOT Use Only)
STP(E)	Surface Trans. Program - Enhancements
STP(L)	Surface Trans. Program – Legislative Earmarks
STP(S)	Surface Trans. Program – Safety (Includes Highway Safety Improvement Program, Hazard Elimination, Railway/Highway Crossing Program and 2010-15 County Road Safety Program)
STP(R)	Surface Trans. Program – Rural Regionally Selected
STP(U)	Surface Trans. Program – Urban Regionally Selected

APPENDIX C (continued)

STATE FUND CODES

CRAB	County Road Administration Board
FMSIB	Freight Mobility Strategic Investment Board
PWTF	Public Works Trust Fund
SRTS	Safe Routes to Schools
TIB	Transportation Improvement Board
TPP	Transportation Partnerships Program
WSDOT	WSDOT funds
OTHER	Any other state funds not listed a



SIX YEAR TRANSPORTATION IMPROVEMENT PLAN 2015 - 2020

2014
COMPREHENSIVE PLAN
AMENDMENT
2015 - 2020
Capital Improvement Plan

Public Hearing

City of Oak Harbor Planning Commission

Bill No. _____
Date: October 28, 2014
Subject: 2014 Comprehensive
Plan Amendments

**FROM: Cac Kamak, AICP
Senior Planner**

PURPOSE

This memo presents the 2014 Comprehensive Plan Amendments. The amendments include updates to the Capital Improvements Plan (CIP), amendments to the future land use map to correct the UGA boundaries and change the designation of 1000 SE City Beach Street from High Density Residential to Public Facilities, and amending Goal 5 of the Urban Design Element to add scenic corridors identified through a scenic view study.

The Planning Commission is requested to open a public hearing at the October 28th meeting and take public testimony. The Planning Commission is expected to make a recommendation to the City Council on the amendments.

FISCAL IMPACT DESCRIPTION

The Comprehensive Plan for any city includes plans, projects and programs that have a fiscal impact on the city's budget. Oak Harbor's Comprehensive Plan includes several elements such as Utilities, Transportation, Economic Development, Capital Facilities etc. that includes policies and improvements system wide that have fiscal impacts. However, these are "planning" documents and inclusion of project and policies do not directly relate to immediate fiscal impacts. For example, the Capital Improvements Plan¹ is a planning document that lists the projects the City anticipates to plan, design and implement over a six year planning period. It includes projects in Enterprise² Funds such as wastewater, stormwater, etc and also Non-Enterprise Funds such as streets, parks and recreation, fire and law enforcement. Since this is a "planning" document, it includes all the anticipated capital needs of the City and their cost estimates and amendments are made every year based on available resources.

The fiscal impacts to note in an annual comprehensive plan update is the update to the Capital Improvements Plan, especially the first two years that relate to the two year budget cycle. These reflect the community's intention for scheduling and building the projects listed based on the funding available.

The 2014 Amendments that include Future Land Use Map amendments and the amendment to include scenic corridors are not anticipated to have any immediate fiscal impacts.

1 Capital Improvements Plan (CIP) is a six-year planning document and the Capital Facilities Plan (CFP) is a twenty year and beyond planning document.

2 Enterprise Funds are self supporting funds with user fees and includes utilities such as Water, Sewers, Stormwater, Solid Waste and Marina

BACKGROUND

The City Council approved the docket for the 2014 Comprehensive Plan Amendments on March 18, 2014. The docket included an update to the Capital Improvements Plan, UGA boundary corrections to the Future Land Use Map, Land Use change for 1000 SE City Beach Street from High Density Residential to Public Facilities and inclusions of scenic view corridors based on a scenic view study.

1000 SE City Beach Street – High Density Residential to Public Facilities

The property at 1000 SE City Beach Street is owned by the City and designated as High Density Residential. The property was placed on the 2013 docket for a land use change since the City determined that the current High Density Residential land use designation is not likely to be realized under City ownership. A more appropriate designation would be Public Facilities since most land owned by the City is designated as Public Facilities and used as such. The property is also under consideration to be used as a private burial ground/cemetery to accommodate the cultural resources that were uncovered with the construction of Pioneer Way. The Planning Commission held a public hearing to consider this amendment at its June 24, 2014 meeting. A detailed analysis of this amendment is included in the Planning Commission report (Attachment X). The Planning Commission has recommended amending the Future Land Use map and changing the designation from High Density Residential to Public Facilities.

UGA Boundary Correction – Future Land Use Map

This item was added to the docket to correct the UGA boundary and reflect the County’s decision on the 2005 UGA amendments. Since the Future Land Use map was amended in 2005 to reflect the changes with a dotted line, the correction to remove these areas must be done within the regular amendment process. The Planning Commission was introduced to this amendment on July 22, 2014. A public hearing on this item was held on August 26, 2014. Please refer to the Planning Commission report (Attachment X) for details on this amendment. The Planning Commission has recommended amending the Future Land Use map and correcting the UGA boundary.

Scenic View Corridors

The Planning Commission chose to add the Scenic View study to the Comprehensive Plan Docket in 2012. The study was categorized as “Discretionary” in accordance with the priority system established in OHMC 18.50.050. The study was initiated with a public outreach effort that solicited photos from citizens on scenic views within Oak Harbor. The Planning Commission also established a weighted criteria system to evaluate the scenic views. Based on the public outreach and staff survey, a list of twenty seven views was compiled for the Planning Commission’s consideration. The views were discussed with the Planning Commission and each view was rated against the pre-established criteria. The criteria based evaluation narrowed the scenic views of interest to nine potential views. The Planning Commission reviewed the nine potential views and narrowed it down further to 4 views after considering impacts on private property. The Planning Commission has recommended that Goal 5 of the Urban Design Element be amended to recognize and protect the four views. More details on the view study and the process of evaluation can be found in the Planning Commission report (Attachment X)

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considered on August 26, 2014.

Capital Improvements Plan 2015-2020 –

The Capital Improvements Plan (CIP) is part of the annual amendments to update revenues and adjust schedules on projects. This year there have been some significant changes to how the information is organized within the document. The newer format is intended to provide more information to the public and also assist in project scheduling and planning. Some of the noteworthy projects that are scheduled over the next six years include Whidbey Avenue crosswalk(streets), Veteran's Park trail improvements(streets), NE 7th Avenue(streets), splash park(parks), park land acquisition(parks), wastewater treatment facility(wastewater), Ault Field booster pump replacement(water), cross city transmission main(water), Scenic Heights Litzak outfall(stormwater), animal shelter(general) and a new fire station(general). The first two years of the Capital Improvements Plan is closely linked to the budget. The Planning Commission was introduced to the document at its September 23, 2014 meeting. The Planning Commission is requested to hold a public hearing on the CIP and forward a recommendation to the City Council.

DISCUSSION

The Future Land Use Map Amendments (UGA Boundary amendments & 1000 SE City Beach Street) and the Scenic View Study have been reviewed against the Comprehensive Plan review criteria established in OHMC 18.15.080 and are provided in the Planning Commission reports that are attached to this report. The Capital Improvements Plan 2015-2020 is reviewed against the criteria below.

Comprehensive Plan Review Criteria

In accordance with OHMC 18.15.080 the Planning Commission shall review and make a recommendation on the CIP 2015-2020 to the City Council based on the criteria listed below.

- (1) The amendment will not adversely affect the public health, safety and welfare in any significant way.
The proposed CIP and related amendments will not adversely affect the public health, safety and welfare. Projects in the CIP are scheduled based on need identified in approved plans and are intended to serve the public needs and improve health, safety and welfare.
- (2) The proposed amendment is consistent with the overall goals and intent of the comprehensive plan.
The proposed CIP and schedule of projects are intended to implement the goals and intent of approved Plans and are therefore consistent with the existing goals and policies of the Comprehensive Plan. .
- (3) The amendment is in compliance with the Growth Management Act and the Countywide Planning Policies.
The amendments are in compliance with the Growth Management Act and the Countywide Planning Polices. The Capital Improvements Plan includes projects from

City of Oak Harbor Planning Commission

other adopted plans.

- (4) The amendment addresses the needs or changing circumstances of the community as a whole or resolves inconsistencies in the city's comprehensive plan.
The amendments to the Capital Improvements Plan reflect the ongoing changes to projects and schedules based on budget, permits or other related issues. The Capital Improvements Plan 2015-2020 has been generated by taking into account the changing circumstances within the community and based on available resources.
- (5) Environmental impact from the amendments have been addressed through the SEPA review and /or measures have been included that reduce possible impacts.
A SEPA checklist has been prepared for the amendments. No significant environmental impacts have been identified with the adoption of the amended CIP. However, projects that are in the CIP may have environmental impacts and mitigation. Each individual project will have a separate SEPA review and impacts will be addressed on a project by project basis.
- (6) The amendment is consistent with the land uses and growth projections which were the basis of the comprehensive plan or to subsequent updates to growth allocations.
The projects within the CIP have their source in adopted Plans that are based on the projected population growth and allocations. Therefore there are several projects in the CIP that are intended to address level of service issues which is primarily related to land use and population growth.
- (7) The amendment is generally compatible with neighboring land uses and surrounding neighborhoods.
The CIP document and its adoption do not create any land use changes. However, there may be individual projects within the CIP that may have to address compatibility during permitting and design process. These will be dealt on a project by project basis.
- (8) The proposed amendment accommodates new policy direction from the city council.
The amendments to the CIP update include decisions made by the City Council during the course of the year.
- (9) Other specific criteria that may have been identified as the beginning of the process.
No special criteria were identified as the beginning of the process to consider this year's amendments.

RECOMMENDATIONS

- The Planning Commission is recommended to hold a public hearing on the CIP 2015-202 and take public testimony.
- The Planning Commission is requested to forward a recommendation to the City Council on the adoption of the 2014 Comprehensive Plan Amendments that include updates to the Capital Improvements Plan (CIP), amendments to the future land use map to correct the

City of Oak Harbor Planning Commission

UGA boundaries and change the designation of 1000 SE City Beach Street from High Density Residential to Public Facilities, and amending Goal 5 of the Urban Design Element to add scenic corridors identified through a scenic view study.

ATTACHMENTS

1. Planning Commission Report – 1000 City Beach Street
2. Planning Commission Report – UGA Boundary amendment/correction
3. Planning Commission Report – Scenic View Corridors
4. Capital Improvements Plan 2015-2020

CITY OF OAK HARBOR PLANNING COMMISSION

TO: PLANNING COMMISSION
FROM: CAC KAMAK, SENIOR PLANNER
SUBJECT: COMPREHENSIVE PLAN AMENDMENT - LAND USE CHANGE –
1000 SE CITY BEACH STREET
DATE: JUNE 24, 2014
CC: STEVE POWERS, DEVELOPMENT SERVICES DIRECTOR

PURPOSE:

The purpose of this memo to introduce a Comprehensive Plan Amendment to change the land use designation for 1000 SE City Beach Street from High Density Residential to Public Facilities. This item was placed on the Comprehensive Plan Docket in 2013.

PROCESS:

The process to amend the Comprehensive Plan is regulated by OHMC 18.15. This land use amendment was placed on the preliminary docket in 2013 by the Development Services Director in accordance with OHMC 18.15.030(1)(d) and approved by the City Council on March 5, 2013. Public notification on the project will be in accordance to the requirements set forth in OHMC 18.20.380(5). The land use change along with the other comprehensive plan amendments will be reviewed by the applicable criteria established under OHMC 18.15.080.

BACKGROUND

The property at 1000 SE City Beach Street is owned by the City and designated as High Density Residential. The property was placed on the 2013 docket for a land use change since the City determined that the current High Density Residential land use designation is not likely to be realized under City ownership. A more appropriate designation would be Public Facilities since most land owned by the City is designated as Public Facilities and used as such.

At the time this property was placed on the Comprehensive Plan Amendment Docket, the property was under consideration to be used as a private burial ground/cemetery to accommodate the cultural resources that were uncovered with the construction of Pioneer Way. Work on recovering the cultural resources was still in progress at that time and no firm decision was made on whether this land may be needed for that purpose. Since a Memorandum of Settlement has now been reached between the City and the Swinomish Indian Tribal Community, this property is proposed to accommodate the archaeological and cultural resources uncovered during the Pioneer Way project.

DISCUSSION

Site Characteristics

Whether the property is used for a private burial ground or city facilities, it is important to determine if the proposed Public Facilities designation is an appropriate fit for this property and surrounding area. This 1.9 acre property is surrounded by a mix of land uses ranging from High Density Residential to Community Commercial and Residential Office (see attached map). The property takes its access off of SE City Beach Street which dead ends at the property approximately 200 feet north from Barrington Drive. Currently the property is vacant and is fenced off.

Review Criteria

OHMC 18.15.080 establishes the criteria to review annual amendments to the Comprehensive Plan where the criteria are applicable. The criteria and their review are provided below.

(1) The amendment will not adversely affect the public health, safety and welfare in any significant way.

The property is currently vacant and is designated as High Density Residential on the City's Future Land Use Map. High Density Residential designation is intended to accommodate a minimum of 12 dwelling units up to a maximum density of 22 units. The implementing zoning district for High Density Residential is R4, Multifamily District. The R4 zoning district permits conditional uses such as churches, hospitals, group homes, schools, parks etc. The proposed change to Public Facilities designation will accommodate a slightly different set of uses, but as stated in the purpose statement¹, is intended to accommodate parks, schools, churches, government offices, utility structures, public and quasi-public uses. The implementing zoning district for Public Facilities permits these uses outright. Therefore, although the High Density District conditions most of the uses and the Public Facilities District permits them outright, both zoning districts accommodate similar uses. Therefore, the change in designation is unlikely to create impacts that will adversely affect the public health, safety and welfare in a significant way than what would be permitted without the change.

(2) The proposed amendment is consistent with the overall goals and intent of the comprehensive plan.

¹ **Public Facilities.** The Public Facilities district accommodates public facilities and institutional land uses such as public parks, schools, churches, governmental offices, public works yards, utility structures, hospitals, and other similar public and quasi-public uses. This designation aids the City and the public in planning and budgeting for public facilities, while minimizing potential conflicts between incompatible land uses.

As mentioned above, the existing designation and the proposed designation accommodate similar public uses. Under City ownership, the property will likely not be used for residential purposes and therefore residential capacity in this property will likely not be included as capacity available for residential growth. Therefore, the property would have been likely used for purposes other than housing regardless of the designation. The change to Public Facilities will allow uses outright as opposed to a conditional use process. Public Facilities designations are currently dispersed throughout the community and are immediately adjacent to many different designations ranging from low density residential to commercial and industrial. Changing the land use designation on this property to Public Facilities will not likely create adverse impacts and is not inconsistent with established goals and policies within the Comprehensive Plan.

- (3) The amendment is in compliance with the Growth Management Act and the countywide planning policies.
The proposed change to the land use designation does not create any inconsistencies with the Growth Management Act or the County Wide Policies.
- (4) The amendment addresses the needs or changing circumstances of the community as a whole or resolves inconsistencies in the city's comprehensive plan.
This proposed land use change is not intended to resolve inconsistencies. However, this change can be viewed as an amendment that addresses changing circumstances. Changing this property land use designation from High Density Residential to Public Facilities provides the City a chance to address the needs and impacts that resulted from the Pioneer Street reconstruction property which can be considered as a changing circumstance of the community. If the subject property is not used for this purpose it could then be used for another public purpose.
- (5) Environmental impacts from the amendments have been addressed through SEPA review and/or measures have been included that reduce possible impacts.
There are no immediate environmental impacts from the land use change. However, development of the property will need to meet the requirements of Oak Harbor's Municipal Code and may require a SEPA review. Any impacts can be addressed at the time of development. As mentioned earlier, since similar uses are accommodated in both designations, environmental impacts will not be significantly different due to the change.
- (6) The amendment is consistent with the land uses and growth projections which were the basis of the comprehensive plan or to subsequent updates to growth allocations.
Although the current designation for the property is High Density Residential, the property will not likely be developed for residential uses under the City's ownership. Therefore, residential capacity of this property would have not been

included into the growth projection needs of the City. Therefore, the change in land use to Public Facilities will not impact land capacity and growth projections.

(7) The amendment is generally compatible with neighboring land uses and surrounding neighborhoods.

As stated earlier, the current High Density Residential land use designation and the proposed Public Facilities land use designation accommodate similar uses. Therefore land uses on this property with the change will be generally compatible with surrounding land uses. A proposed use for this property as per the settlement agreement with the Swinomish Indian Tribal Community is to use it for a burial ground/cemetery and or a memorial which is a passive use and will be compatible with the adjacent uses.

(8) The proposed amendment accommodates new policy direction from the city council.

This is not applicable for this change since it does not address a new policy direction.

(9) Other specific criteria that may have been identified at the beginning of the process.

Not applicable.

From the above review, it can be determined that there will not likely be adverse impacts from changing the land use designations for the property from High Density Residential to Public Facilities since both designations support similar uses.

RECOMMENDATION

- Conduct Public Hearing
- Recommend amending the Future Land Use Map designation for 1000 SE City Beach Street from High Density Residential to Public Facilities.

1000 City Beach Street – Land Use Designation



FUTURE LAND USE

- Low Density Residential
- Medium Density Residential
- Medium-High Density Residential
- High Density Residential
- Residential Office
- Neighborhood Commercial
- Central Business District
- Community Commercial
- Auto/Industrial Commercial
- Highway Corridor Commercial
- Planned Industrial Park
- Planned Business Park
- Industrial
- Public Facilities
- Maritime
- Residential Estate
- Special Planning Area
- Open Space
- Outside UGA
- Overlay Incentives



CITY OF OAK HARBOR PLANNING COMMISSION

TO: PLANNING COMMISSION
FROM: CAC KAMAK, SENIOR PLANNER
SUBJECT: COMPREHENSIVE PLAN AMENDMENT – URBAN GROWTH AREA
AMENDMENT/CORRECTION
DATE: AUGUST 26, 2014
CC: STEVE POWERS, DEVELOPMENT SERVICES DIRECTOR

PURPOSE:

The purpose of this report is to review the Comprehensive Plan Amendment proposed to correct the Urban Growth Area (UGA) boundaries and reflect the County's decision regarding the 2005 UGA expansion. The correction involves removing areas from the City's Future Land Use map that was originally adopted in 2005. Undertaking this correction and amending the Future Land Use map will allow the City to set a clean slate for discussions regarding the 2016 update to the Comprehensive Plan and the next twenty year population projection.

PROCESS:

The process to amend the Comprehensive Plan is regulated by OHMC 18.15. This Future Land Use Map amendment was placed on the preliminary docket this year to correct the map so that it is not confusing when discussion of the next 20 year population projection occurs for the County. Public notification on the project will be in accordance to the requirements set forth in OHMC 18.20.380(5). The land use change along with the other comprehensive plan amendments will be reviewed by the applicable criteria established under OHMC 18.15.080.

BACKGROUND

The City adopted a Future Land Use Map in 2005 with amendments to its UGA boundaries based on a population projection and land capacity analysis. At that time, efforts to determine population projections and land capacity were done by the local jurisdiction and then forwarded to the County for action. Therefore, the City adopted areas for expansion, denoted by green dotted lines in the attached map (Exhibit A). The City then forwarded the amendments to the County for final approval. However, the County did not agree on all the proposed amendments and the issue was debated for several years. Eventually the County approved a UGA expansion that included only the area on the northeast corner of Goldie Road and Ault Field Road. The City appealed the decision; however the Growth Management Board and the Courts upheld the County's decision.

DISCUSSION

The City is therefore utilizing the 2014 Comprehensive Plan Amendment's annual review process to change the UGA boundaries and reflect the County's decision. Since the Future Land Use Map is part of the City's Comprehensive Plan, the process established in OHMC 18.15 must be followed to amend it and reflect the correction.

Correcting the Future Land Use map in 2014 will provide a clean slate to discuss the 2016 amendments and the next 20 year population projection that is required as part of the major update. Therefore the areas that are hatched on Exhibit B are recommended for removal from the City's UGA. There are no additional areas proposed to be added at this time.

Property owners of the areas that are to be removed have been notified of this amendment by mail. Citizens that participated in the 2005 UGA amendment have also been notified of this correction. Staff has received a few phone calls from property owners to clarify the amendment and those owners have not raised any specific concerns regarding the correction.

The City and the County are approaching population projections and UGA amendments slightly differently this time. The County and Municipalities have worked collaboratively in updating the 20 year projection for the 2016 Comprehensive Plan update. The City and the County are also working jointly on the Buildable Lands Analysis for the entire County. This collaborative work will help the City and the County to jointly determine if the UGA boundaries need to be amended with the 2016 update.

Review Criteria

OHMC 18.15.080 establishes the criteria to review annual amendments to the Comprehensive Plan where the criteria are applicable. The criteria and their review are provided below.

- (1) The amendment will not adversely affect the public health, safety and welfare in any significant way.

Correcting the UGA boundaries on the City's Future Land Use Map will not adversely affect the public health, safety and welfare in a significant way.

- (2) The proposed amendment is consistent with the overall goals and intent of the comprehensive plan.

This proposed amendment to the Future Land Use Map should be considered as a correction rather than a removal of residential capacity. Removing these areas from the City's Future Land Use Maps will make the UGA boundaries consistent with the County, and "consistency" is an important goal of the Growth Management Act and the City's Comprehensive Plan.

- (3) The amendment is in compliance with the Growth Management Act and the countywide planning policies.
 “Consistency” is one of the prime reasons the requirements of the Countywide Planning Policies and the Growth Management Act. Correcting the UGA boundaries on the City’s Future Land Use Map to reflect the County’s decision is promoting consistency between the jurisdictions’ plans and is therefore furthering the goals of the Growth Management Act and the County Wide Policies.
- (4) The amendment addresses the needs or changing circumstances of the community as a whole or resolves inconsistencies in the city’s comprehensive plan.
 This amendment is proposed to resolve the inconsistency that resulted from the County’s decision on the 2005 UGA amendments. Correcting the Future Land Use Map will allow the City and the County to work forward on the 2016 Comprehensive Plan Amendments and determine the needs and changing circumstances of the community.
- (5) Environmental impacts from the amendments have been addressed through SEPA review and/or measures have been included that reduce possible impacts.
 There are no immediate environmental impacts from correcting the Future Land Use Map.
- (6) The amendment is consistent with the land uses and growth projections which were the basis of the comprehensive plan or to subsequent updates to growth allocations.
 This amendment corrects the Future Land Use Map to reflect the County’s decision on the 2005 UGA Amendments. The areas that were added in 2005 were based on a capacity analysis done by the City at that time. However, the County determined that additional lands were not needed by the City to meet its 20 year growth projections. Correcting the Future Land Use Map will allow the City and the County to work together on the 2016 Comprehensive Plan Amendments and determine if additional capacity is needed for the next 20 year projection.
- (7) The amendment is generally compatible with neighboring land uses and surrounding neighborhoods.
 This criterion is not applicable to this amendment and is intended for change in land uses.
- (8) The proposed amendment accommodates new policy direction from the city council.
 This is not applicable for this change since it does not address a new policy direction.
- (9) Other specific criteria that may have been identified at the beginning of the process.

Not applicable.

From the above review, it can be determined that there will not likely be any immediate adverse impacts from correcting the Future Land Use Map to be consistent with the County's decision on the 2005 UGA Amendments.

The 2016 Update to the Comprehensive Plan for Island County and Oak Harbor will provide an opportunity for both jurisdictions to work together in determining the development capacities in the County and the City and jointly determining whether the UGA boundaries need to be amended. Working cooperatively will help avoid future inconsistencies in the demarcation of the UGA.

RECOMMENDATION

- Conduct Public Hearing
- Recommend amending the Future Land Use Map to remove areas from the UGA on the City's Future Land Use Map to be consistent with the County's decision on the 2005 UGA Amendments.

City of Oak Harbor
 Future Land Use Map Designation Map
 Adopted December 2012

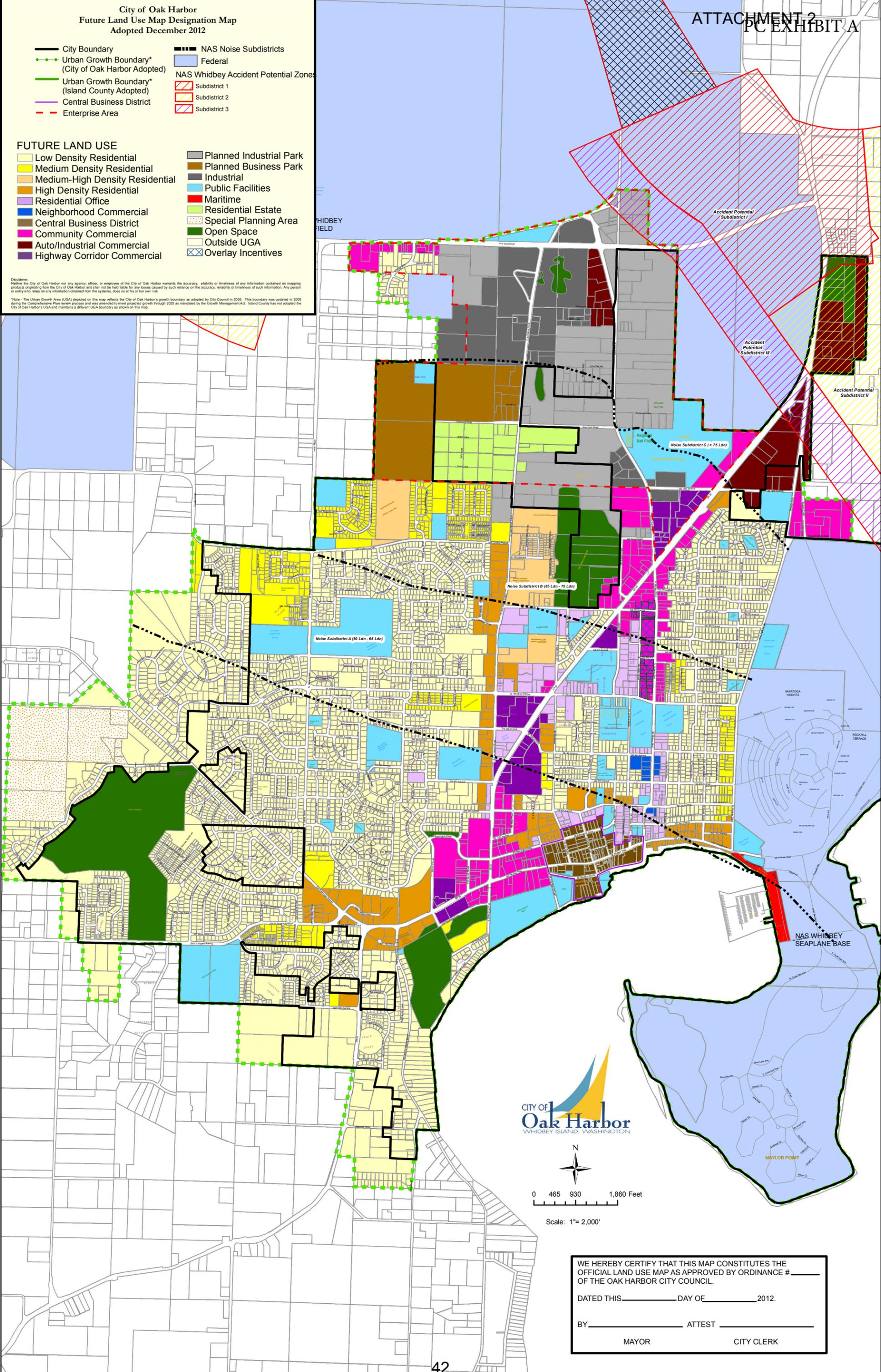
- City Boundary
- Urban Growth Boundary* (City of Oak Harbor Adopted)
- Urban Growth Boundary* (Island County Adopted)
- Central Business District
- Enterprise Area
- NAS Noise Subdistricts
- Federal
- NAS Whidbey Accident Potential Zones
- Subdistrict 1
- Subdistrict 2
- Subdistrict 3

FUTURE LAND USE

- Low Density Residential
- Medium Density Residential
- Medium-High Density Residential
- High Density Residential
- Residential Office
- Neighborhood Commercial
- Central Business District
- Community Commercial
- Auto/Industrial Commercial
- Highway Corridor Commercial
- Planned Industrial Park
- Planned Business Park
- Industrial
- Public Facilities
- Maritime
- Residential Estate
- Special Planning Area
- Open Space
- Outside UGA
- Overlay Incentives

Disclaimer: Neither the City of Oak Harbor nor any agency, officer, or employee of the City of Oak Harbor warrants the accuracy, reliability or timeliness of any information contained on mapping products originating from the City of Oak Harbor and shall not be held liable for any losses caused by such reliance on the accuracy, reliability or timeliness of such information. Any person or entity who relies on any information obtained from the systems, does so at his or her own risk.

*Note - The Urban Growth Area (UGA) depicted on this map reflects the City of Oak Harbor's growth boundary as adopted by City Council in 2005. This boundary was updated in 2005 during the Comprehensive Plan review process and was amended to meet projected growth through 2025 as mandated by the Growth Management Act. Island County has not adopted the City of Oak Harbor's UGA and maintains a different UGA boundary as shown on this map.



0 465 930 1,860 Feet

Scale: 1"= 2,000'

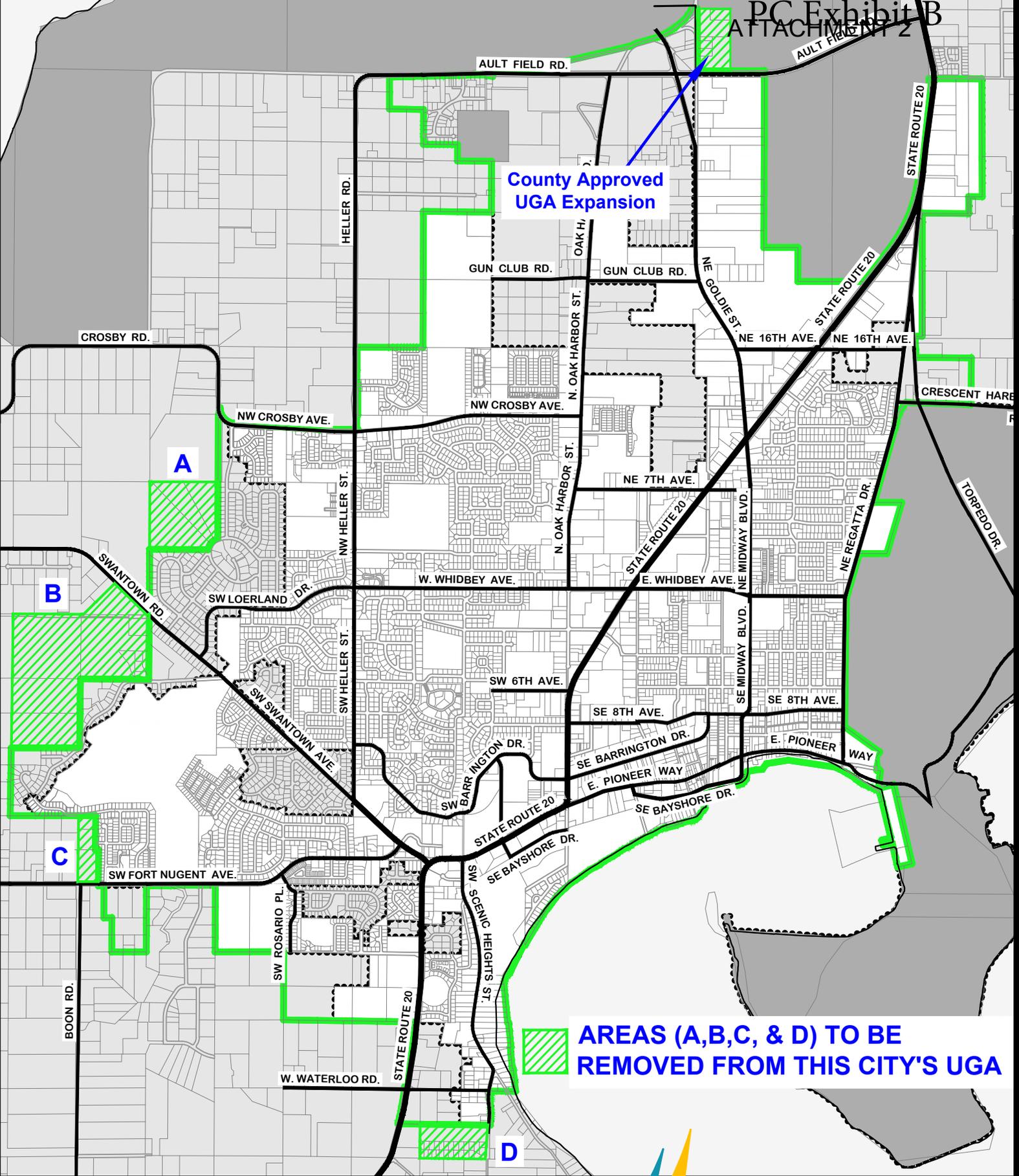
WE HEREBY CERTIFY THAT THIS MAP CONSTITUTES THE OFFICIAL LAND USE MAP AS APPROVED BY ORDINANCE # _____ OF THE OAK HARBOR CITY COUNCIL.

DATED THIS _____ DAY OF _____ 2012.

BY _____ ATTEST _____

MAYOR CITY CLERK

County Approved
UGA Expansion



AREAS (A,B,C, & D) TO BE
REMOVED FROM THIS CITY'S UGA



0 1000 2000 3000
SCALE IN FEET

Legend

- Navy Land
- City Limits
- UGA-City Adopted



Urban Growth Area
Amendment /
Corrections

CITY OF OAK HARBOR PLANNING COMMISSION

TO: PLANNING COMMISSION
FROM: CAC KAMAK, SENIOR PLANNER
SUBJECT: COMPREHENSIVE PLAN AMENDMENT – SCENIC VIEWS
DATE: AUGUST 26, 2014
CC: STEVE POWERS, DEVELOPMENT SERVICES DIRECTOR

PURPOSE:

The purpose of this memo is to propose an amendment to the Comprehensive Plan to add language that identifies view corridors in Oak Harbor that is worth preserving. Protecting scenic views is incorporated into several goals and policies, and this amendment will include a few view corridors that have been identified through a study that was initiated in 2012.

BACKGROUND

The Planning Commission chose to add the Scenic View study to the Comprehensive Plan Docket in 2012. The study was categorized as “Discretionary” in accordance with the priority system established in OHMC 18.50.050. The study was initiated with a public outreach effort that solicited photos from citizens on scenic views within Oak Harbor. A wide variety of photos were received from the public.

Prior to reviewing the numerous scenic views initially identified through the public input process, the Planning Commission discussed a set of review criteria to use in evaluating the scenic views. The criteria were established based on various factors such as the viewpoints’ location on private or public property, the significance of a scenic landmark (Oak Harbor Bay, Mt. Baker etc.) and its visibility from public streets, parks and trails. The Planning Commission also weighted the criteria since some factors warranted more importance than others.

Based on the public outreach and staff survey, a list of 27 views was compiled for the Planning Commission’s consideration. The views were discussed with the Planning Commission and each view was rated against the pre-established criteria. The criteria based evaluation narrowed the scenic views of interest to 9 potential views. The Planning Commission reviewed the nine potential views and narrowed it down further 4 views after considering impacts on private property.

DISCUSSION

The final list of views that were identified for protection is listed below.

1. Northbound on SR 20 between SW Scenic Heights Street and SW Erie Street
 2. Southbound on SR 20 between NE 16th Ave and Midway Blvd
 3. SE Regatta Drive between SE 8th Street and SE 10th Street
 4. Waterfront Trail from Windjammer Park to the Oak Harbor Marina
1. Northbound SR 20 – Scenic Heights Street to Erie Street. This is an entryway view into the community for the north bound traffic on SR 20. The highway drops down in elevation from

the Swantown Avenue intersection and curves around the intersection on Scenic Heights as the view of Mt. Baker appears beyond the city landscape.



2. Southbound SR 20 at NE 16th Avenue – This is an entryway view into Oak Harbor for the south bound traffic. The snowcapped Olympic Mountains are visible as one approaches the NE 16th Avenue intersection on the highway.



3. Regatta Drive – SE 8th Avenue to SE Pioneer Way – This is another entryway view into the community for people entering via Regatta Drive. The views of the marina and the water start to appear to the southbound traffic after SE 8th Avenue. The elevation drops down from there so the views are above the buildings. The corridor view along the street remains while the view across properties starts to diminish close to SE 10th Avenue.



4. Waterfront Trail – Windjammer Park to Oak Harbor Marina. The trail runs along the shoreline providing open views of the water and the mountains. There are some structures such as windbreakers that can potentially be removed to improve the view.



Waterfront Trail – Windjammer Park



Waterfront Trail – Flintstone Park



Waterfront Trail – Bayshore Drive



Waterfront Trail – Pioneer Way

Proposed Comprehensive Plan Amendment Language

The proposed amendment is to add language to the Urban Design Element of the Comprehensive Plan, specifically Goal 5. The amendment will include language to identify the above mentioned four views. The amendment will also include language to define a “view corridor” since the existing language only defines “viewsheds”. The Comprehensive Plan currently defines “viewsheds” as a view from a single location. Since the views identified for this amendment are along a street or a trail that can be categorized as a “corridor”, the amendment proposes to include a definition for it. The proposed amendment to Goal 5 of the Urban Design Element is provided in Exhibit A.

Review Criteria

OHMC 18.15.080 establishes the criteria to review annual amendments to the Comprehensive Plan where the criteria are applicable. The criteria and their review are provided below.

- (1) The amendment will not adversely affect the public health, safety and welfare in any significant way.

The amendment to add specific scenic view corridors to the Comprehensive Plan may not have a direct relation to the public health, safety and welfare but it will contribute towards sustaining a quality of life that improves the public health, safety and welfare of the community. These views when protected will provide a lasting quality that will attract new residents to Oak Harbor and therefore sustain the well-being of the town and increase the desire to live in this community.

- (2) The proposed amendment is consistent with the overall goals and intent of the comprehensive plan.

There are several goals in the Comprehensive Plan that identify the importance of protecting scenic views. Some of them are listed below along with their relevance to protecting scenic views. There can be competing goals and policies within the Comprehensive Plan when attempting to protect scenic views. This is because views can be categorized into two kinds. One is views from the community (Oak Harbor Bay, The Cascades, The Olympic Mountains etc.) and the other as views within the community such as landscaping, natural areas, street trees, etc. Oak Harbor’s landscape ordinance is a direct implementation of some of the goal and policies to buffer adjacent land uses as well as beautify the community. Setbacks, design guidelines, buffering, retention of natural areas, parking lot landscaping etc. are a few of the zoning requirements that enhance the views and experience within the community. Ironically, sometimes these are some of the reasons that scenic views from Oak Harbor are blocked or compromised. In determining methods to protect scenic views from Oak Harbor, there needs to be a balance between protecting community interests and imposing restrictions on land owners.

Below is a list of goals and policies that are related to scenic views. Some of these are identified with (+) and (-) to indicate their relevance to protecting scenic views from the community.

Comprehensive Plan Goals and Policies	Relevance to Scenic Views and measures to protect them
Land Use Element	
<u>Goal 2 - To retain the character and visual identity of the Oak Harbor area.</u>	This goal in the Comprehensive Plan identifies various policies that the public believes will help to retain the community’s character and identity.
2.a Encourage planned residential development (PRDs) with performance based standards.	PRDs can be used as a form of development to increase densities in certain areas of the site and reduce it in other areas to protect viewsheds.
2.b Consider view corridors	(+) This policy identifies that views <u>from</u>

when planning for development.	Oak Harbor are an essential characteristic to protecting the visual identity of Oak Harbor.
2.c Draft and implement a landscape ordinance for inclusion with development regulations.	This policy places the importance of having good views <u>within</u> Oak Harbor by including landscaping in the City’s development regulations. Most developments in Oak Harbor that have landscaping islands in parking lots and on the perimeter of their property are directly related to the implementation of this policy. (-) Measures to reduce landscaping on the perimeter of lots to protect scenic views <u>from</u> Oak Harbor would be, in sorts, against this policy.
<u>Goal 4 - To preserve community character through quality design.</u>	
4.a Encourage city beautification through design and quality standards for landscaping of both public facilities and private development.	This policy addresses the visual interest created within the community by including landscaping for both public and private development
4.c Require all public facilities constructed by public agencies to be appropriately landscaped and designed.	The policy requires public facilities such as parks, open spaces, recreational areas, streets, public buildings etc. to be landscaped. Landscaping is one of those polices that is repeated several times within the Comprehensive Plan as a way to further various goals of the community.
4.d Identify, preserve and enhance desired views of water, mountains or other unique landmarks or landscape features. Such views should be regarded as important and valuable civic assets.	(+) This policy directly addresses the preservation of views, and their importance and value to the community.
Urban Design Element	
<u>Goal 5 - Protect viewsheds and view corridors.</u> Discussion: The City of Oak Harbor defines viewsheds as a panoramic view from a single location. Significant viewsheds include views of Mt. Baker, Mt. Rainier, Cascade mountain range, Olympic mountain range, Oak Harbor Bay, Maylor Point (especially wooded and tidal flat	(+) This goal directly addresses the importance of view corridors <u>from</u> Oak Harbor by identifying some major points of interest that can be viewed from Oak Harbor. This goal also provides a link between view corridors and a desire to protect them by appropriately guiding development.

<p>areas) and Saratoga Passage. The view corridors and viewsheds within the City should be identified and accurately mapped at a useable scale so they can appropriately guide development.</p>	
<p>5.a Consideration of building impacts on viewsheds and view corridors shall be exercised in all developments, and mitigation measures shall be applied to protect existing views.</p> <p>Discussion: The City may incorporate policies and guidelines to protect these resources, such as developing: a unified bulk program for building envelopes; performance based zoning; and, density bonuses as development incentives.</p>	<p>(+) This policy provides some direction on ways to protect scenic corridors. This policy also recognizes that the blocking scenic view is a impact and calls for the application of “mitigation” measures to protect the larger interest of preserving community character and visual identity.</p>
<p>5.b Landscape buffers shall be required along major arterials, retaining existing vegetation where possible.</p>	<p>(-) This policy addresses views <u>within</u> Oak Harbor and its enhancement through landscaping. However, measures to protect viewsheds <u>from</u> Oak Harbor of the mountains and water by minimizing landscaping or eliminating them may contradict with this policy.</p>
<p>5.c Free standing business signs should be consistent with the speed limit of roadways, and the character of land use districts.</p>	<p>This is not directly applicable to protecting views but suggests that signs can be regulated to serve specific roadways and land use districts.</p>
<p>5.d Developments along Oak Harbor's waterfront should enhance the area's natural and physical aesthetics.</p>	<p>This policy again indicates the importance to the community on natural areas and physical aesthetics.</p>
<p>5.e Scenic transportation routes should be identified. Adjacent properties owners will be encouraged to protect scenic values.</p>	<p>(+) This policy directly encourages property owners adjacent to scenic viewsheds and corridors to protect them.</p>
<p>5.f The City and the Navy should cooperate on the protection of viewsheds and view corridors.</p>	<p>The policy indicates the importance of protecting scenic views at the inter-governmental level.</p>
<p>Parks and Recreation Element</p>	
<p><u>Open Space</u> k. Identify and protect important “view corridors”</p>	<p>This policy suggests identifying the “view corridors” and then protecting them.</p>

that provide visual access to scenic vistas.	
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- (3) The amendment is in compliance with the Growth Management Act and the countywide planning policies.

The proposed change to include scenic view corridors in the Comprehensive Plan does not create any inconsistencies with the Growth Management Act or the County Wide Policies.

- (4) The amendment addresses the needs or changing circumstances of the community as a whole or resolves inconsistencies in the city's comprehensive plan.

Identifying and protecting scenic views within the community was initiated by the community during the Comprehensive Plan Docket process and approved by the City Council. Therefore this can be viewed as addressing a need within the community.

- (5) Environmental impacts from the amendments have been addressed through SEPA review and/or measures have been included that reduce possible impacts.

There are no immediate environmental impacts from adding language in the Comprehensive Plan to identify the scenic corridors within Oak Harbor. However, some of the view corridors that are identified for protection may involve working with a private owner during the design of a development. Any impacts to the environment for protecting these views can be mitigated with the development of property.

- (6) The amendment is consistent with the land uses and growth projections which were the basis of the comprehensive plan or to subsequent updates to growth allocations.

The proposed language to identify and protect scenic views will not impact growth projections and is not applicable to this amendment

- (7) The amendment is generally compatible with neighboring land uses and surrounding neighborhoods.

Identifying and protecting scenic view corridors will not create incompatibilities in land uses or the surrounding neighborhoods. Any impacts during site development can be mitigated at the time of development review.

- (8) The proposed amendment accommodates new policy direction from the city council.

The City Council's approval of the Comprehensive Plan Amendment docket every year provides the policy direction necessary to do studies such as this. Identifying and protecting scenic views from Oak Harbor is not a new policy direction since there are several goals and policies currently in the Comprehensive Plan to address it. This amendment identifies key locations within the City for consideration.

- (9) Other specific criteria that may have been identified at the beginning of the process.

The Planning Commission identified specific criteria to review the scenic views. The criteria are listed below along with the importance of each criterion. Each criterion was given a rating scale provided at the bottom of the table below. All the scenic views

identified through the study have been reviewed against these criteria.

Proposed Criteria	Rating Scale*
View from public property	H
View from streets	
SR 20	M
Arterial	M
Collector	L
Local	L
View from a pedestrian route	H
View of a specific landmark	H
The need to buy property	D1
The need for special zoning regulations	D
Entry way views	H
Waterfront connectivity	H
Total	

*Rating Scale: H= High(100 points), M=Medium(50 points), L=Low(25 points), D1=Deduct (-100 points) and D = Deduct (-50 points)

From the above review, it can be determined that the proposed amendment to the Comprehensive Plan will further several goals within the Plan and will likely not create adverse impacts to the community.

RECOMMENDATION

- Conduct Public Hearing
- Recommend amending the Comprehensive Plan, specifically Goal 5 of the Urban Design Element with language as proposed in Exhibit A.

Goal 5 - Protect viewsheds and view corridors.*Discussion*

The City of Oak Harbor defines viewsheds as a panoramic view from a single location. Significant viewsheds include views of Mt. Baker, Mt. Rainier, Cascade mountain range, Olympic mountain range, Oak Harbor Bay, Maylor Point (especially wooded and tidal flat areas) and Saratoga Passage. View corridors are defined as views of landmarks or landscapes that are visible along a traveled path such as a public street or trail such as SR 20, SE Pioneer Way and the waterfront trail. The view corridors and viewsheds within the City should be identified and accurately mapped at a useable scale so they can appropriately guide development.

The City conducted a scenic view study in 2014 and determined that the following view corridors are important to protect.

- Northbound on SR 20 between SW Scenic Heights Street and SW Erie Street
- Southbound on SR 20 between NE 16th Ave and Midway Blvd
- SE Regatta Drive between SE 8th Street and SE 10th Street
- Waterfront Trail from Windjammer Park to the Oak Harbor Marina

The protection of the scenic views identified above should be done in coordination with adjacent property owners at the time of development using the policies listed below in conjunction with the application of existing design guidelines and administrative design flexibility.

Policy: 5.a Consideration of building impacts on viewsheds and view corridors shall be exercised in all development, and mitigation measures shall be applied to protect existing views.

Discussion

The City may incorporate policies and guidelines to protect these resources, such as developing: a unified bulk program for building envelopes; performance based zoning; and, density bonuses as development incentives.

5.b Landscape buffers shall be required along major arterials, retaining existing vegetation where possible.

- 5.c** Free standing business signs should be consistent with the speed limit of roadways, and the character of land use districts.
- 5.d** Development along Oak Harbor's waterfront should enhance the area's natural and physical aesthetics.
- 5.e** Scenic transportation routes should be identified. Adjacent properties owners will be encouraged to protect scenic values.
- 5.f** The City and the Navy should cooperate on the protection of viewsheds and view corridors.

DRAFT
COUNTYWIDE
PLANNING POLICIES

Public Meeting

City of Oak Harbor Planning Commission

Bill No. _____
Date: October 28, 2014
Subject: Countywide Planning Policies

FROM: Steve Powers, AICP
Development Services Dept. Director

PURPOSE

This report introduces proposed amendments to the Countywide Planning Policies.

DISCUSSION

Counties and the cities within them planning under the Growth Management Act (GMA) are required to adopt countywide planning policies (RCW 36.70A.210; Attachment 1). The countywide planning policies (CWPP) are policy statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted. At a minimum the policies address the following:

- (a) Policies to implement RCW [36.70A.110](#)¹;
- (b) Policies for promotion of contiguous and orderly development and provision of urban services to such development;
- (c) Policies for siting public capital facilities of a countywide or statewide nature, including transportation facilities of statewide significance as defined in RCW [47.06.140](#);
- (d) Policies for countywide transportation facilities and strategies;
- (e) Policies that consider the need for affordable housing, such as housing for all economic segments of the population and parameters for its distribution;
- (f) Policies for joint county and city planning within urban growth areas;
- (g) Policies for countywide economic development and employment, which must include consideration of the future development of commercial and industrial facilities; and
- (h) An analysis of the fiscal impact.

Under GMA, counties take the lead in coordinating the drafting of the CWPP.

Island County, Coupeville, Langley and Oak Harbor first adopted the CWPP in 1998; amendments were adopted in 1998 and in 1999 (Attachment 2). As part of the State-mandated 2016 Comprehensive Plan update, those same jurisdictions are preparing amended CWPP for adoption. As was noted above the County has the lead in this process. Staff from these jurisdictions has met several times to review drafts of a revised CWPP. Oak Harbor has

¹ Urban growth areas

City of Oak Harbor Planning Commission

recommended revisions in several areas of the draft. The County's most recent version is attached to this report as Attachment 3.

Staff intends to review the draft CWPP with the Planning Commission at this meeting. A public hearing on the draft will be scheduled for some time in the future (possibly for the November 25th meeting).

RECOMMENDATION

No action is required. This item is for information only at this time.

ATTACHMENTS

1. RCW.36.70A.210, Countywide Planning Policies
2. Adopted CWPP
3. Draft CWPP

RCW 36.70A.210**Countywide planning policies.**

(1) The legislature recognizes that counties are regional governments within their boundaries, and cities are primary providers of urban governmental services within urban growth areas. For the purposes of this section, a "countywide planning policy" is a written policy statement or statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted pursuant to this chapter. This framework shall ensure that city and county comprehensive plans are consistent as required in RCW [36.70A.100](#). Nothing in this section shall be construed to alter the land-use powers of cities.

(2) The legislative authority of a county that plans under RCW [36.70A.040](#) shall adopt a countywide planning policy in cooperation with the cities located in whole or in part within the county as follows:

(a) No later than sixty calendar days from July 16, 1991, the legislative authority of each county that as of June 1, 1991, was required or chose to plan under RCW [36.70A.040](#) shall convene a meeting with representatives of each city located within the county for the purpose of establishing a collaborative process that will provide a framework for the adoption of a countywide planning policy. In other counties that are required or choose to plan under RCW [36.70A.040](#), this meeting shall be convened no later than sixty days after the date the county adopts its resolution of intention or was certified by the office of financial management.

(b) The process and framework for adoption of a countywide planning policy specified in (a) of this subsection shall determine the manner in which the county and the cities agree to all procedures and provisions including but not limited to desired planning policies, deadlines, ratification of final agreements and demonstration thereof, and financing, if any, of all activities associated therewith.

(c) If a county fails for any reason to convene a meeting with representatives of cities as required in (a) of this subsection, the governor may immediately impose any appropriate sanction or sanctions on the county from those specified under RCW [36.70A.340](#).

(d) If there is no agreement by October 1, 1991, in a county that was required or chose to plan under RCW [36.70A.040](#) as of June 1, 1991, or if there is no agreement within one hundred twenty days of the date the county adopted its resolution of intention or was certified by the office of financial management in any other county that is required or chooses to plan under RCW [36.70A.040](#), the governor shall first inquire of the jurisdictions as to the reason or reasons for failure to reach an agreement. If the governor deems it appropriate, the governor may immediately request the assistance of the *department of community, trade, and economic development to mediate any disputes that preclude agreement. If mediation is unsuccessful in resolving all disputes that will lead to agreement, the governor may impose appropriate sanctions from those specified under RCW [36.70A.340](#) on the county, city, or cities for failure to reach an agreement as provided in this section. The governor shall specify the reason or reasons for the imposition of any sanction.

(e) No later than July 1, 1992, the legislative authority of each county that was required or chose to plan under RCW [36.70A.040](#) as of June 1, 1991, or no later than fourteen months after the date the county adopted its resolution of intention or was certified by the office of financial management the county legislative authority of any other county that is required or chooses to plan under RCW [36.70A.040](#), shall adopt a countywide planning policy according to the process provided under this section and that is consistent with the agreement pursuant to (b) of this subsection, and after holding a

public hearing or hearings on the proposed countywide planning policy.

(3) A countywide planning policy shall at a minimum, address the following:

(a) Policies to implement RCW [36.70A.110](#);

(b) Policies for promotion of contiguous and orderly development and provision of urban services to such development;

(c) Policies for siting public capital facilities of a countywide or statewide nature, including transportation facilities of statewide significance as defined in RCW [47.06.140](#);

(d) Policies for countywide transportation facilities and strategies;

(e) Policies that consider the need for affordable housing, such as housing for all economic segments of the population and parameters for its distribution;

(f) Policies for joint county and city planning within urban growth areas;

(g) Policies for countywide economic development and employment, which must include consideration of the future development of commercial and industrial facilities; and

(h) An analysis of the fiscal impact.

(4) Federal agencies and Indian tribes may participate in and cooperate with the countywide planning policy adoption process. Adopted countywide planning policies shall be adhered to by state agencies.

(5) Failure to adopt a countywide planning policy that meets the requirements of this section may result in the imposition of a sanction or sanctions on a county or city within the county, as specified in RCW [36.70A.340](#). In imposing a sanction or sanctions, the governor shall specify the reasons for failure to adopt a countywide planning policy in order that any imposed sanction or sanctions are fairly and equitably related to the failure to adopt a countywide planning policy.

(6) Cities and the governor may appeal an adopted countywide planning policy to the growth management hearings board within sixty days of the adoption of the countywide planning policy.

(7) Multicounty planning policies shall be adopted by two or more counties, each with a population of four hundred fifty thousand or more, with contiguous urban areas and may be adopted by other counties, according to the process established under this section or other processes agreed to among the counties and cities within the affected counties throughout the multicounty region.

EXHIBIT A

COUNTY WIDE PLANNING POLICIES ANALYSIS OF FISCAL IMPACTS

RCW 36.70A.210 required that each county required to plan under the Growth Management Act (and the cities therein), develop and adopt a series of mutually agreed upon County-wide planning policies. These policies will establish a framework for the local adoption of comprehensive plans and development regulations. They will also provide the foundation for meeting County-wide determined (vs. State determined) consistency criteria as required by the Growth Management Act. These policies are not the equivalent of a regional comprehensive plan. The legislative direction is to develop policy statements to be used solely for the purpose of attaining consistency among plans of the County and the Municipalities.

It is therefore the opinion of the Planning Officials of the Municipalities and the County that the County-Wide Planning Policies, in themselves, have no fiscal impact and are an agreed-upon method of guiding the planning activities required by the Growth Management Act. We recognize that as the Growth Management Act and these policies are implemented to their maximum extent, County Government may lose some tax base needed to operate essential services which serve both the County and Municipalities. To compensate for this, legislation may be required to provide tax base sharing. Neither the fiscal impacts of implementing the Growth Management Act itself nor development of land use plans and development regulations necessary to implement the GMA are addressed herein.

POLICY #1

**POLICIES TO IMPLEMENT RCW 36.70A.110
 i.e. URBAN GROWTH AREAS**

It is the policy of the County and the Municipalities to:

1. Cooperatively and jointly designate municipal Urban Growth Area (UGA) boundaries. The designation of UGA boundaries beyond the existing limits of incorporation of a municipality should be based on a demonstration by the municipalities that public facilities and service capacities either already exist or are planned for and can be efficiently, economically, and practicably provided by either public or private sources;
2. Provide new municipal public works facilities only within, and not beyond Urban Growth Areas. Such facilities include:
 - a) Streets, bridges and sidewalks built to municipal standards,
 - b) Water storage, transmission and treatment facilities,
 - c) Sanitary sewer collection and treatment facilities, and
 - d) Storm sewer collection and treatment facilities.

Two exceptions are contemplated:

The provision of municipal water service by "Purveyors" whether municipal or private, throughout the unincorporated County as needed to implement the County's "Coordinated Water System Plan", and "Groundwater Management Plan"; and

The siting of essential public facilities;

3. promote the retention of the overall rural character of the County by
 - a) Including sufficient area within any UGA to accommodate anticipated growth and avoid market constraints that induce leapfrogging development, and
 - b) Establishing zoning classifications that preserve rural character and foster long term rural development;
4. Enter into Interlocal Agreements (County and each City/Town) for expeditious, concurrent, and cost effective joint review of development proposals and public projects in the UGAs, with final approvals continuing to reside with the County for areas outside of City limits;
5. Fully and cooperatively implement the County-Wide Planning Policies with the understanding that redress to all parties is available pursuant to the Growth Management Act. Since the County-Wide Planning Policies serve as the framework for the development and adoption of the County and municipal comprehensive plans to ensure consistency as required in RCW 36.70A.100, it is not anticipated that an amendment to the County-Wide Planning Policies will be necessary. However, in the unlikely event that the County, in collaboration with the municipalities, determines in conjunction with the development of their comprehensive plans that an amendment to the County-Wide Planning Policies is necessary to achieve the goals of the Growth Management Act as stated in RCW

COUNTY WIDE PLANNING POLICIES

Adopted By Resolution No. C-120 -98, September 28, 1998

Revised #6.6 on 12/28/98; Revised #5.10 on 2/ 22/99, Resolution C-10.99

326.70A.020, the Board of Island County Commissioners may amend the County-Wide Planning Policies in the same manner as their original adoption.

6. For the purposes of these policies, the term "Urban Growth Area" includes both the incorporated land and the surrounding unincorporated area that is planned to accommodate future urban development. Unincorporated areas of the County not contiguous to an incorporated area may be designated as an UGA upon the adoption of a UGA plan that demonstrates how public facilities and services are, or will be, provided consistent with the requirements of the GMA.
7. The County and the Municipalities recognize that Clinton and Freeland have many urban characteristics and that it may be appropriate to designate these areas as urban growth areas. Therefore, before the end of 1998, the County shall initiate a sub-area planning process to determine potential UGA boundaries; the urban land use designations for these areas; and the capital facilities that are necessary to provide urban services. It is anticipated that recommendations will be ready for consideration by the County prior to the County's second annual review of its Comprehensive Plan in the year 2000.
8. The County and the Municipalities recognize that designated municipal UGA's may need to be expanded in the future and agree to cooperatively and jointly designate UGA expansion areas for each municipal Urban Growth Area.

COUNTY WIDE PLANNING POLICIES

Adopted By Resolution No. C-120 --98, September 28, 1998

Revised #6 6 on 12/28/98; Revised #5 10 on 2/ 22/99, Resolution C-10-99

POLICY #2

**POLICIES FOR SITING ESSENTIAL PUBLIC FACILITIES
OF A COUNTY OR STATE WIDE SIGNIFICANCE**

It is the policy of the County and the Municipalities that:

1. Provision shall be made in the County's and Municipalities' development regulations for siting important and essential public or quasi-public facilities of County or State-wide significance. Examples include, but are not limited to, airports, state education facilities, solid waste handling facilities, and public and private utilities. The objective is to achieve interjurisdictional consistency in these regulations;
2. Siting requirements will be important factors in determining whether essential public facilities will be located in urban, growth or in rural areas. Siting requirements for County facilities within UGAs will be jointly and cooperatively established with the municipalities;
3. Essential public facilities should not be located in Resource Lands and Critical Areas unless there is a demonstrated need and no alternative siting options are reasonable/feasible. Siting of essential Public Facilities within Resource and Critical Lands must be consistent with the Comprehensive Plans of the County and Municipalities and must be compatible with adjacent land use and consistent with development regulations adopted pursuant to RCW 36.70A;
4. Essential public facilities sited outside of urban and urban growth areas must be self-supporting and not require the extension of Municipal urban services and facilities; and
5. The siting of major energy facilities, including throughput transmission facilities, shall not be considered essential public facilities and therefore, comprehensive plans, development regulations and local policies will apply to the siting of such facilities;

POLICY #3

POLICIES FOR JOINT COUNTY/MUNICIPALITY PLANNING

It is the policy of the county and the Municipalities that cooperative planning will be performed under the following policies:

1. The Municipalities and the County will commence the process for major revision of their Comprehensive Plans for a planning horizon of 2025 no later than 2005. Population projection allocations between the Municipalities and the County will be re-evaluated during this review and will be finalized during the preparation of revised County and Municipality Comprehensive Plans to be adopted in 2006.
2. The Municipalities and the County should coordinate capital facilities planning and funding within UGAs. Cooperative effort is best suited to this level of planning and development because many capital facilities and public services, i.e. parks, public and private utilities, youth services, senior services, drainage and transportation facilities are regional in nature. Facility design and construction standards within the UGA shall be established cooperatively with the adjacent city to assure consistency; and
3. The County and Municipalities should also coordinate where appropriate, the development and implementation of long-range plans for youth services, senior services, fire protection, police services, air quality, transportation, solid waste, public and private utilities, and environmental plans such as watershed action and stormwater management plans.
4. The County and the Municipalities, in coordination with the Department of Ecology, have previously adopted a Ground Water Management Plan which provides for the protection of the quality and quantity of ground water used for public water supplies.
5. The County and the Municipalities will develop a list of benchmarks* and establish a monitoring program for changes in growth trends using measurable indicators.

* such as population, employment, geographic distribution of new land use and development

COUNTY WIDE PLANNING POLICIES

Adopted By Resolution No. C-120-98, September 28, 1998

Revised #6.6 on 12/28/98; Revised #5.10 on 2/22/99, Resolution C-10-99

POLICY #4

**POLICIES FOR COUNTY-WIDE ECONOMIC DEVELOPMENT
AND EMPLOYMENT**

To ensure future economic vitality, broaden employment opportunities and meet the needs of projected growth while retaining a high-quality environment, it is the policy of the County and the Municipalities that:

1. Economic growth should be encouraged within the capacities of the County's natural resources, public services and public facilities;
2. A joint comprehensive economic development plan aimed at diversifying the economy in appropriate areas of the County should be formulated. Economic development should implement and be consistent with the Comprehensive Land Use and Capital Facilities Plans. The plan should:
 - a. Consider the goods, services and employment requirements of existing and projected population;
 - b. Identify the siting requirements of businesses which have the highest probability of economic success in Island County and the least negative impact on the quality of life;
 - c. Based on citizen input, existing land use patterns and local capacity (geographic, environmental and other considerations), determine areas suitable for desirable retail, commercial and industrial uses; and
 - d. Encourage expansion of the tax base to support the infrastructure and services required by a growing population;
3. Future retail/commercial/industrial development should be encouraged in urban or commercial centers as identified in the Comprehensive Plan of the County and Municipalities;
4. Land use regulations and infrastructure plans of the County and Municipalities should be amended or developed as necessary to implement the economic development plan;
5. Economic development in the four geographic regions of the County, i.e. North, Central and South Whidbey and Camano Island should proceed in a coordinated, but independent, fashion consistent with the Comprehensive Plans of the County and Municipalities; and
6. The County and the Municipalities will seek the participation and cooperation of Port Districts within areas of overlapping responsibility/jurisdiction.

POLICY #5

**POLICIES FOR PROMOTING CONTIGUOUS AND ORDERLY DEVELOPMENT AND
 PROVIDING URBAN SERVICES TO SUCH DEVELOPMENT**

It is the policy of the County and the Municipalities that developments within Municipal Urban Growth Areas (UGAs) will be contiguous, orderly and coordinated between the County and Municipalities' governments and utility service providers through the following policies:

1. The first preference for urban development is within municipal boundaries. The second preference for urban development is within areas annexed to municipalities in the UGA;
2. Non-urban development in the UGA should be discouraged. Non-urban development in the UGA should only be allowed if such development will be compatible with future urban development;
3. Through interlocal agreements as provided in Policy 5.6 below, governing entities shall require development in the unincorporated area of the municipal UGA to comply with the following:
 - a. If the area is contiguous to the municipal boundary to:
 - (1) Annex to the municipality, or
 - (2) If authorized by the municipality,
 - (a) Execute an annexation/development agreement prior to development approval, and
 - (b) Develop at urban density or uses, and
 - (c) Submit a site development plan showing ultimate development of the lot or parcel(s) consistent with the potential applicable municipal zoning and development standards.
 - b. If the area is not contiguous to the municipality,
 - (1) Execute an annexation/development agreement prior to development approval,
 - (2) Develop at the densities and uses established in the interlocal agreement adopted by the municipality and the County, and
 - (3) Submit a site development plan showing ultimate development of the lot or parcel(s) consistent with the applicable potential municipal zoning and development standards.
4. The forming of unincorporated enclaves shall be avoided in the UGA;
5. The minimum parcel sizes/density of new residential development within the UGA that proposes to utilize on-site sewage treatment systems shall be jointly and collaboratively established by the County and the municipalities in an adopted Interlocal Agreement.

COUNTY WIDE PLANNING POLICIES

Adopted By Resolution No. C-120 -98, September 28, 1998

Revised #6.6 on 12/28/98; Revised #5.10 on 2/22/99, Resolution C-10-99

6. Interlocal agreements shall be cooperatively developed by the County and the municipalities to address the following:
 - a. Consistent with Policy 5.10 below, establish and implement Urban Growth Area policies and include zoning district boundaries, uses, density and such standards as may be required to coordinate development decisions within the unincorporated portion of the UGA. These agreements shall be adopted within 90 days of the CWPP amendments. In the case where future amendments to Urban Growth Area boundaries trigger the need for an interlocal agreement or revision of an existing agreement, the agreement/revised agreement shall be adopted at the same time as the amended UGA boundary.
 - b. Establish and implement the Joint Planning Area policies to include UGA Expansion Areas with appropriate regulations and procedures. These agreements shall be adopted within 90 days of the adoption of the CWPP amendments.
7. Except as authorized by the Growth Management Act, urban development shall not be permitted outside of the boundaries of UGAs. Once established by the County pursuant to RCW 36.70A.070(5), expansion of the boundaries of areas of more intensive rural development shall only be permitted pursuant to RCW 36.70A.070(5) and otherwise shall not be permitted to expand unless they are designated as Urban Growth Areas in compliance with the requirements of RCW 36.70A.110.
8. The intensification of development on lots containing isolated non-residential uses or new development of isolated cottage industries and isolated small-scale businesses permitted by RCW 36.70A.070(5) are permissible, subject to adopted development and compatibility standards.
9. As permitted by RCW 36.70A.070(5), the intensification of development of or new development of small-scale recreation or tourist uses are permissible including commercial facilities to serve those recreational or tourist uses, that rely on a rural location and setting, but do not include any residential development, all subject to adopted development and compatibility standards.
10. The preference for urban development is as stated in Policy 5.1 above, that urban development is to occur in a municipality or be annexed to a municipality. In those cases where development is within the unincorporated portion of a municipal UGA and is not served by municipal services, the development shall use rural governmental services and comply with the County's rural development standards or, for development within the unincorporated portion of Langley's and Coupeville's UGAs, such service requirements and development standards established through adopted interlocal agreements between the County and the City of Langley and the Town of Coupeville.

POLICY #6
**POLICIES FOR COUNTY-WIDE TRANSPORTATION
FACILITIES & STRATEGIES**

It is the policy of the County and the Municipalities that:

1. The Transportation element of the Island County Comprehensive Plan should include Urban Growth Area elements to assure consistency among planning jurisdictions. All transportation planning, including that of Federal and State Agencies as well as Port Districts, should be jointly and cooperatively developed, adopted and implemented through coordinated planning;
2. The County and Municipalities will remain actively involved in multi-county regional transportation planning;
3. The County and Municipalities will cooperate in the analysis of and response to any major regional industrial, retail/ commercial, recreation or residential development proposals that may impact the transportation systems in Island County;
4. The capacity of the roadway system must be planned, built and managed to meet planned land use densities in UGAs, and the development of transportation modes offering alternatives, such as transit and telecommunications, to the automobile should be encouraged.
5. The planned transportation system should be implemented in a coordinated and cost-effective manner utilizing a fair and sufficient method of funding.
6. All jurisdictions within Island County will cooperate with each other and the State of Washington in coordinated planning for State Highway and Ferry facilities with respect to current revisions to RCW 36.70A as amended by SHB 1487. This coordination recognizes that the State Department of Transportation will be primarily responsible for establishment and maintenance of the level of service for these facilities.

Note: Policy # 6 amended by Resolution C-169-98 on December 28, 1998 by the addition of paragraph #6.

POLICY #7

POLICIES ON AFFORDABLE HOUSING, FOR ALL OF THE POPULATION

It is the policy of the County and Municipalities that:

1. A wide range of housing development types and densities throughout the County should be encouraged and promoted to meet the needs of a diverse population and provide affordable housing choices for all;
2. Manufactured home parks at Urban densities, should be located within Urban Growth Areas.
3. Multifamily housing, at urban densities, should be located within UGAs and/or unincorporated Rural Centers;
4. The County and Municipalities should provide appropriately zoned lands and/or location criteria to assure the inclusion of multi-family housing and manufactured home parks within Urban Growth Areas and should provide for other types of housing for individuals with special needs throughout the county;
5. The comprehensive Plans of the County and Municipalities should consider housing and housing provision options such as:
 - a. Development of boarding houses, single-room occupancy housing, scattered site housing, and accessory housing such as elder cottages, guest houses and/or attached apartments;
 - b. Establishment of a public/private housing trust fund to provide loans and grants for development of low to moderate-income housing and housing for persons with special needs;
 - c. Identification of publicly-owned properties, excluding those designated as Resource or Critical Lands, that could serve as possible sites for development of affordable low income or senior housing; and
 - d. Identification of regulatory relief actions such as inclusionary zoning, density bonuses for the development of lower-cost housing or in-lieu-of payments into a housing trust fund, forgiveness of impact or mitigation fees for low-income housing as authorized under the Growth Management Act or priority permit process treatment of housing developments intended for or including affordable housing.
6. It is intended that provisions for affordable housing will be required elements of the economic development and comprehensive plans of the County and the Municipalities.

POLICY #8

**POLICIES FOR PARKS, RECREATION
OPEN SPACE AND NATURAL LANDS**

To protect the rural and scenic character of Island County and to ensure that both urban and rural residents of the County have reasonable access to and opportunities for outdoor recreation, it is the policy of the county and the Municipalities that:

1. Each jurisdiction intends to include a park, recreation and open space element in its GMA Comprehensive Plan. These elements shall be coordinated and, where appropriate, the County and each of the cities should adopt level of service standards and definitions. Capital facility plans for funding and acquisition of new parks and recreation facilities should also be coordinated between the county and each of the cities to ensure efficient and effective use of public funds.
2. Establish a county-wide system of non-motorized trails. Trails would be established on a region wide basis.
3. Identify, establish and protect open space corridors and greenbelts within and between urban growth areas through (a) public acquisition of fee or lesser interests in these corridors by purchase donations, incentives such as density bonuses; and (b) by use of the open space tax program.
4. Develop and adopt a County-wide plan for the preservation and acquisition of lands for open space, recreation, and natural resources (Natural Lands Plan) that can serve as an "implementation umbrella" for municipal plans with open space components. The Plan should prioritize voluntary acquisition of sites based upon their conservation, open space, or recreation value. The Plan should coordinate implementation programs to acquire and protect these identified sites. The plan should implement County Comprehensive Plan policies regarding protection of the rural character and livability of Island County by protecting open space corridors, areas that are important to separate and define urban growth areas, and areas of more intensive rural development.
5. To preserve open space and create recreational opportunities by innovative incentives and/or regulatory techniques such as, but not limited to, purchase of developments rights, conservation easements, land trusts and community acquisition of lands for public ownership shall be encouraged.
6. The use of open space taxation laws shall be evaluated as a useful method of land use control and resource preservation.
7. Maintaining recreation and open space corridors shall be coordinated with land use elements.
8. A park and recreation system shall be promoted which is integrated with existing and planned land use patterns.

COUNTY WIDE PLANNING POLICIES

Adopted By Resolution No. C-120-98, September 28, 1998

Revised #6.6 on 12/28/98; Revised #5.10 on 2/22/99, Resolution C-10-99

9. School districts, local public agencies, State and Federal governments, recreation districts, the Federal government, and private entities should work together to develop joint inter-agency agreements to provide facilities that not only meet the demands of the education for youth, but also provide for public recreation opportunities that reduce the unnecessary duplication of facilities within Island County.
10. Review, comment and coordinate with Navy plans such as the NAS Whidbey Island Base Master Plan, Natural Resources Management Plan, Outdoor Recreation Management Plan, etc. as Appropriate, and continue to maintain active communication.

Note: This policy #8 was adopted as an amendment to the County-wide Planning Policies by the Board of Island County Commissioners and the Municipalities on July 27, 1998

POLICY #9

POLICIES FOR PROJECTING POPULATION GROWTH AND EMPLOYMENT

It is the policy of the County and Municipalities that:

1. **Initial Growth Projection:** Initial population and employment growth projections will be established as follows:
 - a) The County has elected to use the 1995 Office of Financial Management 2020 High Series Population Growth for the County Comprehensive Plan. The Municipalities do not necessarily concur with this policy. The Municipalities previously elected to prepare their Comprehensive Plans for planning periods ending in 2010 or 2013 utilizing the earlier OFM single series projection which is now considered to be the Medium Series.
 - b) The County has prepared population projections for each Municipality for the planning period projected to the year 2020 using a rate of growth assumed by the municipality in its comprehensive plan. The Municipality will accept the County projections and allocations for the purposes of planning the unincorporated portion of the urban growth area with the understanding that the projections and allocations will be reconciled on the basis of long-term monitoring as provided for below and in Policy #3. The initial population growth projections are set forth in Attachment A.
 - c) The Island County EDC Jobs Forecast dated March 26, 1998 will be used to project employment growth. The initial employment growth projections are set forth in Attachment A.
2. **Long-term Monitoring.** Though not required by the GMA, the County in collaboration with each Municipality will implement a monitoring and evaluation program modeled after the process set forth in RCW 36.70A.215 and Policy #3, Item 5 above. The long-term monitoring program shall commence as soon as results of the U.S. Year 2000 Census and updated OFM projections have been released, and shall be repeated in 2006, 2011 and 2016. The Municipal and County Comprehensive Plans will be collaboratively synchronized and reconciled by 2006. Revised UGA boundaries shall be based on such factors as the ability to provide urban services.
3. **General Objectives**
 Consistent with Policy #3, Item 5 above, the following are examples of general objectives that shall be considered in the establishment of specific benchmarks:
 - b. **Population Distribution:**
 - Increase the percentage of total county population growth occurring inside the urban growth areas, including potential non-municipal Urban Growth Areas in Freeland and Clinton.
 - Decrease the percentage of total county population growth occurring in the rural areas.

COUNTY WIDE PLANNING POLICIES

Adopted By Resolution No. C-120-98, September 28, 1998

Revised #6.6 on 12/28/98; Revised #5.10 on 2/ 22/99, Resolution C-10-99

- Encourage, to the extent permitted by the GMA, as much rural growth as possible as infill within the logical outer boundaries of existing, designated Areas of More Intensive Rural Development.
- c. Employment:
- Increase non-military, locally-based jobs from the current 40% of the County labor force to 50% of the labor force by the year 2020, an increase of approximately by 4,000 local jobs above the current level of non-military, locally-based jobs.

COUNTY WIDE PLANNING POLICIES
 Adopted By Resolution No. C-120 --98, September 28, 1998
 Revised #6.6 on 12/28/98; Revised #5.10 on 2/22/99, Resolution C-10-99

ATTACHMENT A

<u>Population</u>	<u>1996</u>	<u>2020</u>	<u>24-year Growth</u>	<u>Change from % of Growth</u>	<u>Median Forecast</u>
North Whidbey	39,100	57,500	18,400	42%	+2,500
Oak Harbor UGA	19,200	31,000	11,800		
Unincorporated	19,900	26,500	6,600		
Central Whidbey	10,200	14,000	3,800	9%	
Coupeville UGA	1,600	2,000	400		
Unincorporated	8,600	12,000	3,400		
South Whidbey	13,600	26,000	12,400	28%	+4,850
Langley UGA	1,000	2,200	1,200		
Freeland RAID	1,400	2,500	1,100		
Clinton RAID	900	2,000	1,100		
Unincorporated	12,600	23,800	11,200		
Camano Island	12,000	21,300	9,300		
Island County	74,900	118,800	43,900		
UGA	21,800	35,200	13,400	30%	+12,200
Rural	53,100	83,600	30,500	70%	
<u>Employment</u>	<u>1996</u>	<u>2020</u>	<u>22-year Growth</u>	<u>% of Growth</u>	
North Whidbey	16,143	22,850	6,707	57%	
Oak Harbor UGA	5,516	11,400	5,884	50%	
Unincorporated	10,627	11,450	823	7%	
Central Whidbey	2,287	3,551	1,264	11%	
Coupeville UGA	1,537	2,378	841	7%	
Unincorporated	750	1,173	423	4%	
South Whidbey	2,708	5,634	2,926	25%	
Langley UGA	509	1,310	801	7%	
Unincorporated	2,199	4,324	2,125	18%	
Camano Island	451	1,310	859	7%	
Island County	21,585	33,345	11,760		
UGA	8,138	15,233	7,095	64%	
Rural	13,902	18,112	4,210	36%	

Countywide Planning Policies

1. General Provisions

1.1 Purpose

The Washington State Growth Management Act (GMA) requires that cities and counties adopt comprehensive plans. The GMA further requires that counties adopt Countywide Planning Policies (CWPPs) (RCW 36.70A.210 & WAC 365-196-305) to guide and coordinate issues of regional significance. The following goals and policies are intended to guide intergovernmental planning efforts, fully implement the planning goals identified in the GMA, and ensure that the actions of local government agencies within Island County are coordinated and consistent with one another.

1.2 Applicability

Any Government Agency or Special Service District within Island County that conducts planning activities or provides Public Services shall be subject to the goals and policies identified in these CWPPs; specifically:

1. No Government Agency or Special Service District shall adopt or enforce a Planning Policy or Development Regulation which is contrary to the goals and policies identified in this plan.
2. No Government Agency or Special Service District shall construct a public facility, or provide Public Services, in a manner which is contrary to the goals and policies identified in this plan.
3. These policies are intended to apply only to areas of overlapping jurisdiction or concern where a high level of intergovernmental coordination is called for, and should not be construed to otherwise reduce, diminish, or supersede those planning and land use powers reserved exclusively for the Municipalities or the County by Washington State law.
4. These policies shall only apply to Special Service Districts if either; (a) both the County and the Special Service District enter into an inter-local agreement making these policies applicable to the Special Service District; or, (b) amendments to the GMA make these policies applicable to, or allow these policies to be applicable to Special Service Districts.

1.3 Definitions

The following definitions shall be used in the interpretation and application of the CWPPs.

1. Agency, Government: The County government of Island County, a Municipality within Island County, or a department or agency of the State of Washington.
2. County: The County government of Island County. This term is used throughout this document to differentiate between the government and jurisdictional limits of the government of Island County, and the geographic area encompassed by Island County. See “Island County”.
3. Development Regulation: Controls placed on development or land use activities by the County or Municipalities, including, but not limited to, zoning ordinances, critical areas ordinances, shoreline master programs, official controls, planned unit development ordinances, subdivision ordinances, and binding site plan ordinances together with any amendments thereto.
4. Facility of Statewide or Countywide Significance: Those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW [47.06.140](#), regional transit authority facilities as defined in RCW [81.112.020](#), state and local correctional facilities, solid waste handling facilities, and inpatient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities as defined in RCW [71.09.020](#).
5. Future Planning Area: An area immediately outside of, and adjacent to, a Non-Municipal Urban Growth Area. Future Planning Areas are designated by the County to reserve areas which may be necessary for future urban growth and to protect land which has been identified as having long term rural significance such as critical areas, key entrance roads, and areas of historical significance. Broadly, such areas are intended to provide an opportunity for long term planning beyond the normal twenty year planning horizon.
6. Joint Planning Area (JPA): Areas immediately outside of, and adjacent to, Municipal Urban Growth Areas. JPAs are jointly designated by the County and Municipalities to reserve areas which may be necessary for future urban growth and to protect land which has been identified as having long term rural significance such as critical areas, key entrance roads, and areas of historical significance. Broadly, such areas are intended to provide an opportunity for long term planning beyond the normal twenty year planning horizon.
7. Municipality or Municipal: A legally incorporated or duly authorized association of inhabitants of a limited area for local government or other public purposes. For

purposes of interpreting this document, “Municipality” or “Municipal” is intended to refer to the current incorporated jurisdictions in Island County (Coupeville, Langley, and Oak Harbor) as well as any city or town incorporated after the establishment of these policies.

8. **Planning Area:** Four Planning Areas have been established in Island County for purposes of long term planning, population forecasting, and data analysis. The four Planning Areas include: Camano Island, North Whidbey, Central Whidbey, and South Whidbey. The specific boundaries of these areas are delineated on maps maintained by, and on file with, the County Planning Department.
9. **Planning Goals, or Planning Policies:** Statements, goals, and specific policies expressed in the Growth Management Act, Countywide Planning Policies, or a comprehensive plan adopted by the County or a Municipality.
10. **Rural Area:** As used in this document the term “Rural Area” is intended to refer to all of the land area in Island County outside of established Urban Growth Areas. Generally Rural Areas are intended to facilitate agriculture, forestry, and other resource dependent uses and activities which depend on rural resources and lands. Other uses may be permitted in the Rural Area when consistent with the County’s definition of Rural Character.
11. **Rural Character:** Refers to patterns of land use and development established by the County in the Rural Element of the Island County Comprehensive Plan. For purposes of interpreting this document, the definition of Rural Character shall be the definition contained in the Island County Comprehensive Plan.
12. **Service, Public:** include fire protection and suppression, law enforcement, public health, education, recreation, environmental protection, and other services provide by Government Agencies, Special Service Districts, or private entities which serve a number of individuals, households, or broad geographic areas.
13. **Service, Rural:** Those Public Services and public facilities historically and typically delivered at an intensity usually found in rural areas, and may include domestic water systems, fire and police protection services, transportation and public transit services, and other public utilities associated with rural development and normally not associated with urban areas. Rural services are those services necessary to support development which is consistent with the definition of Rural Character and do not include storm or sanitary sewers, except as otherwise authorized by RCW [36.70A.110\(4\)](#).
14. **Service, Urban:** Those Public Services and public facilities at an intensity historically and typically provided in cities, specifically including storm and sanitary sewer systems, domestic water systems, street cleaning services, fire and police protection services, public transit services, and other public utilities associated with urban areas and normally not associated with Rural Areas.

Urban Services are intended to accommodate and facilitate Urban forms of development consistent with the policies expressed in the comprehensive plans adopted by Municipalities.

15. **Special Service District:** Independent governmental units that exist separately from local governments to provide public services to limited areas using public funds, including but not limited to sewer and water districts, fire districts, and school districts.
16. **Sprawl:** Scattered, poorly planned Urban Development that occurs particularly in urban fringe and Rural Areas and frequently invades land important for environmental and natural resource protection. Generally sprawl is neither Urban nor Rural in character and occurs at densities too high to maintain Rural Character, but too low to provide the full range of social, economic, and cultural amenities typically associated with cities and towns. Sprawl is also characterized by forms of development which are difficult or costly to serve with high quality Urban Services
17. **Urban Character:** Refers to a pattern of Urban Growth characterized by a high concentration of economic, social, and cultural amenities, as well as a full range of housing types and densities. Each Municipality in Island County has adopted a Comprehensive Plan which is expressive of their desired urban form and character.
18. **Urban Development, Urban Growth:** A pattern of growth that makes intensive use of land for the location of buildings, structures, and impermeable surfaces to such a degree as to be incompatible with the primary use of land for the production of food, other agricultural products, or fiber, or the extraction of mineral resources, rural uses, rural development, and natural resource lands designated pursuant to RCW [36.70A.170](#).
19. **Urban Growth Area (UGA):** Areas within which urban growth is encouraged and outside of which growth can occur only if it is consistent with Rural Character and not urban in nature. In Island County UGAs have been established around each Municipality. In addition a UGA has been established around Freeland in recognition of its existing pattern of Urban Development.
20. **Urban Growth Area, Municipal:** Each Municipality in Island County has been included in an Urban Growth Area and is responsible for developing a comprehensive plan in compliance with the GMA and the County Wide Planning Policies developed jointly by the County and Municipalities. For purposes of interpreting this document a Municipal Urban Growth Area shall mean an Urban Growth Area associated with an incorporated Municipality. Municipal Urban Growth Areas are subject to the Planning Goals and Policies set forth in the comprehensive plans adopted by the Municipalities.

21. Urban Growth Area, Non-Municipal: An area characterized by an extensive pattern of Urban Development which was established prior to the adoption of the GMA and which does not include an incorporated Municipality. In Island County, a Non-Municipal Urban Growth Area has been established around the unincorporated area of Freeland in recognition of an existing pattern of development. The Freeland Non-Municipal Urban Growth Area is subject to the Planning Goals and Policies set forth in the County's Comprehensive Plan and the Freeland Subarea Plan.
22. Urban Growth Boundary (UGB): The line which separates designated Urban Growth Areas from the surrounding Rural Areas. The UGB is intended to preserve Rural Character in Rural Areas and prevent low-density sprawling development by focusing and encouraging Urban Growth in designated Urban Growth Areas.

2. Countywide Planning Goals

Island County and the municipalities have identified the following goals as being of countywide concern. These goals are intended to provide a foundation for the CWPPs.

1. Intergovernmental coordination: The County, the City of Langley, the Town of Coupeville, the City of Oak Harbor, State Agencies, and Special Service Districts, will work together to address issues of regional, or countywide importance in a coordinated fashion. Proactive communication and coordination will improve the quality of planning activities and reduce the likelihood of disputes.
2. Joint City and County Planning: Decisions regarding Joint Planning Areas, Urban Growth Areas, areas for future UGA expansions, and areas of Long Term Rural Significance will be made by the County and Municipalities in a cooperative fashion.
3. Public Participation: Island County citizens will be involved in the planning process and public comments will be considered by the County and Municipalities before making planning decisions involving issues of countywide concern.
4. Urban Growth Areas: All decisions regarding the designation of new Urban Growth Areas, adjustments to existing Urban Growth Areas, population forecasting, and the allocation of populations to Urban Growth Areas will be made using clearly stated and rational criteria.
5. Urban Development: The social and economic vitality of Island County's cities and towns will be reinforced by ensuring that Urban Growth occurs only within designated Urban Growth Areas and that uses and densities that are not appropriate in Rural Areas are accommodated in an organized and rational fashion.

6. Rural Development: Island County's unique rural atmosphere and lifestyle will be protected from sprawling low density development and inappropriate uses; also, rural land use plans will ensure that permitted development is consistent with the availability of Rural Services and resources.
7. Public Services: Adopted land use and economic development plans will be reinforced and supported by Public Service and infrastructure investments. Decisions on infrastructure investments and the provision of Public Services will be made in a way which strengthens and reinforces adopted Planning Goals and Policies.
8. Urban Services: In order to protect and enhance the quality of life enjoyed by the residents of Island County's Municipalities, and Urban Growth Areas, Urban Development will be provided with high quality Urban Services. The Municipalities will work to provide services at a level that promotes and fosters Urban Development in a manner consistent with their adopted Planning Goals and Policies. Urban Services will not be provided outside of Urban Growth Areas to protect Island County's Rural Character and prevent scattered Sprawling development patterns which are inefficient and costly to serve.
9. Facilities of Countywide or Statewide Significance: In recognition of the fact that some uses are difficult to site, but may be regionally significant or essential, the County, Municipalities, and State agencies will work together to develop consistent policies and regulations governing, but not prohibiting these facilities.
10. Transportation: Island County should be served by an efficient, well connected, multimodal transportation system. Transportation plans, spending decisions, and regulations will be consistent with, and reinforce adopted land use and economic development plans.
11. Affordable Housing: Opportunities for affordable housing will be provided throughout Island County and a full range of housing types and densities will be permitted in Island County's Urban Growth Areas and Municipalities in order to ensure that the supply of new housing is consistent with demand.
12. Economic Development: Develop a coordinated and diverse economic base that provides employment opportunities and improves the wellbeing of all economic segments of Island County's population. The County and Municipalities will consider economic development broadly by incorporating Planning Policies throughout their planning documents that are supportive of a coordinated economic development strategy.
13. Critical Areas: The County and Municipalities will work together to ensure that Planning Policies, and Development Regulations designed to protect Island County's natural resources and critical areas are consistent with one another.

14. **Historic Preservation:** Preserve and protect cultural resources as well as lands, sites, and structures that have historic or archaeological significance.
15. **Water Resources:** Protect the long term viability of Island County’s drinking water supply and the rights of Island County’s existing residents by ensuring that allowed densities and land uses are consistent with known and /or verifiable water supplies.
16. **Climate & Natural Disasters:** In order to avoid unnecessary and costly infrastructure work and to avoid exposing Island County residents to unnecessary risk, the County and municipalities will work proactively to prepare for, and if necessary, adapt to the impacts of changing climate patterns and natural disasters.
17. **Public Health:** Promote the health of people of all ages and abilities by adopting policies and regulations that encourage safe, healthy habits through the communities we plan, build, and preserve.

3. Countywide Planning Policies

The following policies are intended to facilitate the realization of the countywide goals identified above. These policies are further intended to guide the development of County and Municipal comprehensive plans and Development Regulations where such plans and regulations involve issues of countywide concern.

3.1 General Provisions

1. Municipalities shall be responsible for establishing long range plans, Planning Policies, and Development Regulations for managing growth, development, and land use within designated Municipal Urban Growth Areas. The Municipalities shall also be exclusively responsible for permitting activities and land use regulation within the incorporated portions of designated Municipal Urban Growth Areas.
2. The County shall be responsible for permitting activities and land use regulation within unincorporated portions of designated Municipal Urban Growth Areas; however, the County must coordinate with the associated Municipality to ensure that any new uses authorized by a County permit or Development Regulations are consistent with the Municipality’s Planning Goals and Policies, as well as any applicable Countywide Planning Policies.
3. Growth and development within Non-Municipal Urban Growth Areas shall be planned for, managed, and regulated by the County.

4. The County and the Municipalities should coordinate where appropriate, the development and implementation of long-range plans for youth services, senior services, fire protection, police services, air quality, transportation, solid waste, public and private utilities, and environmental plans such as watershed and storm-water planning.
5. Growth and development outside of Urban Growth Areas shall be planned for and managed by the County, except that planning within Joint Planning Areas shall be conducted jointly by the County and the Municipalities as described below in section 3.2.

3.2 Joint Planning Area Policies

1. For each Municipal UGA, the County and the Municipality associated with the UGA shall collaboratively designate a Joint Planning Area (JPA). The County and Municipality shall also collaboratively produce a long term conceptual plan for the Joint Planning Area as follows:
 - a. Three broad overlay designations shall apply within JPAs as follows; Potential Growth Area (PGA), Long Term Rural Significance (LRS), and Undesignated (UD). A JPA need not contain all three designations, provided the designations assigned are consistent with the criteria discussed below.
 - b. Designate areas appropriate for future Urban Growth Area expansions. Land shall be assigned a JPA overly designation of Potential Growth Area (PGA) if it is already characterized by Urban Development, served by Urban Services, particularly sanitary sewer, or is determined by the Municipality and the County to be the most logical and cost effective location to accommodate future Urban Growth Area expansions. Land which meets the criteria for an LRS designation shall not be assigned a JPA overlay designation of PGA.
 - c. Designate areas of Long Term Rural Significance (LRS) which have important environmental, aesthetic, or cultural values; or which have been designated for agricultural or forestry uses. Lands which are reflective of the values listed above should be assigned a JPA overly designation of LRS. At a minimum, all lands which have been assigned a County Comprehensive Plan designation of Rural Agriculture (RA), Commercial Agriculture (CA), or Rural Forest (RF) shall be assigned an LRS designation along with any other lands which may be within contiguous blocks of RA, CA, or RF land. In addition, lands which are extensively constrained by critical areas, flood hazards, or tsunami hazards should be assigned an LRS designation.

- d. Provide a buffer of land between the UGA or lands designated as Potential Growth Areas, and lands which have been assigned a comprehensive plan designation of Commercial Agriculture (CA), Rural Agriculture (RA), or Rural Forest (RF). This buffer area shall be assigned a JPA overlay designation of LRS.
 - e. All other lands within a JPA not designated as PGA or LRS should be assigned a JPA overlay designation of Undesignated (UD).
 2. The County shall adopt the LRS, PGA, and UD designations as Comprehensive Plan overlay designations which will apply in addition to any underlying comprehensive plan designations.
 3. The County may adopt a Future Planning Area around the Freeland Non-Municipal Urban Growth Area and assign overlay designations similar to those discussed above.
 4. A conceptual JPA plan should be prepared by each Municipality in Island County consistent with the above criteria, the Planning Goals and Policies expressed in this document, and any applicable County Planning Goals and Policies. The County and Municipalities should then work together to resolve any concerns prior to final adoption by the County.
 5. Proposals to modify a UGA or Joint Planning Area may be made by a Municipality or the County. Modifications to JPA plans shall be subject to the procedures and criteria identified above and should generally only be made during the periodic update cycle mandated by the GMA.
 6. During each periodic update, the County and Municipalities should establish a schedule for the completion of JPA plans, or modifications to JPA plans. If a Municipality fails to prepare a JPA plan within the agreed upon timeline, the County shall take action to prepare and adopt a JPA plan.
 7. For lands assigned a designation of Potential Growth Area (PGA), the County shall adopt Planning Policies and Development Regulations which limit or restrict development which could interfere with the efficient utilization of such lands for future Urban Development. The County shall also adopt comprehensive plan policies and Development Regulations which provide Municipalities notification of significant development proposals (such as land divisions, site plan approvals, and major transportation projects) within the JPA, and shall provide the affected Municipality with the ability to comment on such proposals.
 8. For lands assigned a designation of Long Term Rural Significance (LRS), the County shall adopted comprehensive plan policies and Development Regulations which protect the environmental, aesthetic, or cultural values of such lands.

3.3 Urban Growth Areas

Consistent with the provisions of RCW 36.70A.110, a Municipal Urban Growth Area has been established around each Municipality. A Non-Municipal UGA has also been established in Freeland in recognition of the fact that Freeland is already characterized by Urban Development. Existing UGAs may only be modified when it can be demonstrated that the proposed modification is consistent with the following policies. The following policies are intended to implement countywide planning policies 2.1, 2.2, 2.4, and 2.5 as well as GMA planning goals 1, 2, and 4.

1. The review of a UGA for possible expansion is a significant undertaking. In general urban growth areas should only be expanded or modified during the periodic review and update required by RCW 36.70A.130; however, it is recognized that exceptional or unforeseen circumstances may necessitate modifications outside of the scheduled update cycle.
2. Urban growth areas shall only be expanded if necessary to accommodate a 20 year supply of buildable land as required by RCW 36.70A.110, and only after a demonstration of the following:
 - a. Population or employment growth has exceeded, or will exceed, the projections identified in the comprehensive plans adopted by the Municipality and the County; and
 - b. Development within the existing UGA is achieving or exceeding the residential densities or commercial intensities designated in the Municipality's comprehensive plan; and
 - c. The Municipality has considered alternative measures such as increasing the densities allowed within the existing UGA or altering the allowed uses designated in their adopted land use plan, and discussed such alternatives with the County. In determining the viability of such alternative measures, the Municipalities may consider a full range of economic, social, and real estate market factors; and
 - d. A current land capacity analysis has been completed in a manner consistent with the methodology included in Appendix "A" which shows that the current UGA does not contain a 20 year supply of buildable land as required by RCW 36.70A.110.

3. If it is determined that an expansion or modification of a UGA is necessary, land shall be considered for inclusion within the UGA in the following order:
 - a. Land with a JPA overlay designation of PGA.
 - b. Land with a JPA overlay designation of UD which is not extensively constrained by critical areas and which does not contain significant flood or tsunami hazard areas.
 - c. Land with a JPA overlay designation of LRS and an underlying County comprehensive plan designation of Rural (R) which is not extensively constrained by critical areas and which does not contain significant flood or tsunami hazard areas.
 - d. Land with a JPA overlay designation of LRS and an underlying County comprehensive plan designation of Rural Agriculture (RA) or Rural Forest (RF) which is not extensively constrained by critical areas, and which does not contain significant flood or tsunami hazard areas.
4. Land which is extensively constrained by critical areas, or which is designated as resource land of long term significance and is identified by a County comprehensive plan designation of "Commercial Agriculture" (CA) shall be considered the absolute lowest priority for inclusion within a UGA and shall only be included within a UGA upon a demonstration of the following:
 - a. After a thorough consideration of all other reasonable measures the UGA must be expanded in order to relieve a critical shortage of buildable land; and,
 - b. No other land exists which can reasonably be added to the UGA.
5. Under no circumstances shall a UGA be expanded into a designated tsunami or flood hazard area, unless this land is assigned an extremely low intensity comprehensive plan designation such as park or open space.
6. Urban Growth Areas may be reduced in size if:
 - a. Revised population estimates or allocations indicate that that the existing UGA is larger than necessary to accommodate a 20 year supply of buildable land.
 - b. Densities within the UGA have been increased such that the UGA is larger than necessary to accommodate a 20 year supply of buildable land.
 - c. It is determined that Urban Services including public sewer and water cannot reasonably be provided to the area included in the proposed UGA

reduction. Any UGA reduction proposed on the basis of this criterion shall ensure that any population currently allocated to the area included in the proposed reduction is redistributed elsewhere within the UGA, or to another UGA.

7. Urban Growth Areas may be modified by simultaneously including and excluding land so that the total area of the UGA is not altered, provided that:
 - a. Land shall be considered for inclusion based on the criteria expressed in policies 3.3.3, 3.3.4, and 3.3.5 above; and
 - b. Land shall not be removed from the UGA if it is already characterized by Urban Development, permits have been issued authorizing Urban Development, or Urban Services have been extended into the area.
8. Generally UGAs should only be enlarged or modified during the periodic update process; however, UGAs may be modified outside of the periodic update process if necessary to accommodate major and unanticipated fluctuations in Island County's population, or if necessary to accommodate a large employer or institution which cannot reasonably be accommodated within an existing UGA. In such instances, a UGA may be enlarged or modified if it can be demonstrated that the enlargement or expansion is consistent with one of the criteria enumerated below. For purposes of interpreting these policies "the start of the planning period" shall be interpreted to mean the date on which the most recent periodic update was completed.
 - a. Population growth in the UGA since the start of the twenty year planning period equals or exceeds fifty percent of the population capacity allocated to the UGA at the start of the planning period; or
 - b. Employment growth in the UGA since the start of the twenty year planning period equals or exceeds fifty percent of the employment capacity allocated to the UGA at the start of the planning period; or
 - c. Written notification is provided by the Department of Defense, or other reliable and verifiable information is obtained, indicating that prior to the next periodic update cycle, base staffing will increase in a manner which would result in population growth equal to or exceeding fifty percent of the population capacity allocated to the UGA at the start of the planning period; or
 - d. An opportunity is presented to bring a large scale business, industry, institution, or other significant economic opportunity to Island County, and the County and Municipality agree that there is no suitable land available inside the current UGA.

9. UGA modifications outside of the period update cycle may be proposed by a Municipality, the County, or an individual. Modifications proposed by Municipalities or individuals shall be submitted to the County in a manner consistent with the County's procedures for comprehensive plan amendments and placed on the County's annual review docket. Modifications proposed by individuals shall not be approved by the County unless the modification is supported by the legislative authority of the affected Municipality.
10. For any proposed UGA modification a current land capacity analysis shall be prepared and shall utilize the procedures described in Appendix A. The land capacity analysis should be conducted by the jurisdiction initiating the UGA modification. When a UGA modification is proposed by an individual the land capacity analysis should be conducted by the County.

3.4 Urban Development

The following policies have been adopted to ensure that Urban Development occurs only within designated Urban Growth Areas, and that Urban Growth is orderly, compact, contiguous and adequately served by Urban Services. These policies are intended to implement countywide planning goals 2.4, 2.5, and 2.8 as well as GMA planning goals 1, 2, and 12.

1. Urban Development shall not be permitted outside of designated UGAs.
2. Each Municipality shall prepare land use plans, Planning Policies, and Development Regulations for their UGA. These plans, Planning Policies, and Development Regulations shall be used to regulate development activities within the incorporated boundaries of the Municipality. For land within a Municipal UGA but outside the incorporated boundaries of a Municipality, the County's Planning Policies and Development Regulations shall apply until such time that the land is annexed. Upon annexation the Municipality's plans and regulations shall apply.
3. Urban Development shall be expressive of Urban Character. Planning Policies and Development Regulations should be adopted by the County and the Municipalities to ensure that Urban Development is not wasteful of land or resources, and that Urban Development proceeds in an orderly contiguous fashion.
4. Planning Policies and Development Regulations shall be adopted which require that new development, including subdivisions, short subdivisions, site plan approvals, and building permits for new homes and commercial or industrial buildings within a designated UGA be served by public sewer and water. Development Regulations may be adopted which allow variances or waivers to be granted from this requirement in situations where public sewer and water cannot be provided economically due to topographical constraints or an inability to obtain the approval of intervening land owners.

5. The construction or installation of new private wells and septic systems within Urban Growth Areas should be strongly discouraged and only allowed through a variance or waiver as described above in policy 3.4.4. When permitted, these systems should be considered an interim solution until public sewer or water service can be provided.
6. The Municipalities and County agree that the percentage of growth occurring within UGAs should be increased between each periodic update cycle. The Municipalities and the County should work to foster, promote, and accommodate additional housing and job growth within existing UGAs and shall adopt policies to accomplish this objective.
7. Under no circumstances shall a Municipality annex land outside an Urban Growth Area.
8. Each Municipality should include specific policies to guide the incorporation process in their comprehensive plans. Such policies should ensure that land recently added to an UGA is not incorporated until the expiration of any appeal periods or proceedings associated with the UGA expansion have lapsed or been resolved. Such policies shall also ensure that annexation ordinances contain language which makes Municipal Planning Policies and Development Regulations applicable to the area being annexed immediately upon annexation.
9. It is recognized that Urban Growth and development should be regulated by the Municipalities. Accordingly, the following policies are intended to facilitate and encourage the annexation of land outside of existing Municipal boundaries but within designated Municipal UGAs. These policies are also intended to ensure that Urban Development occurs in a logical, incremental, and rational fashion, and to prevent the County from authorizing development within a Municipality's UGA which forestalls or frustrates future Urban Development or the realization of the Municipality's comprehensive plan:
 - a. Land outside of existing Municipal boundaries but within a designated Municipal UGA shall be assigned a County comprehensive plan designation of Urban Holding "UH" until such time that it is annexed by a municipality. Once the annexation process is complete, the Municipality's Planning Policies, zoning designations, and Development Regulations shall be used to regulate development.
 - b. Island County will support the incorporation of Non-Municipal Urban Growth Areas and provide technical assistance as needed.
 - c. In allocating projected growth to UGAs, priority should be given to Municipal UGAs over Non-Municipal UGAs within the same planning area.

- d. The County shall adopt Planning Policies and Development Regulations which prohibit Urban Development in areas subject to an Urban Holding designation, including land divisions at urban densities and site plan approvals for Urban Development, provided that minor redevelopment, remodeling, and improvements may be permitted in areas designated UH which are characterized by existing Urban Development.

3.5 Rural Development

1. All development outside of UGAs shall be consistent with the County's definition of Rural Character.
2. Allowed land uses in the Rural Areas should primarily be agricultural or residential in nature. In order to support the economic and social vitality of existing cities and towns, non residential, non agricultural uses in Rural Areas should be limited to small scale home businesses and non residential uses which are directly related to, and supportive of, agricultural uses. Certain limited small scale recreation and tourist uses may also be appropriate in Rural Areas. The County shall adopt Planning Policies and Development Regulations to ensure that the intent of this policy is carried out.
3. In establishing allowed densities and uses in Rural Areas, the County shall consider the long term availability of known and /or verifiable water supplies, the general suitability of the area for on-site septic systems, the presence of geologically unstable areas, and the presence of flood or tsunami hazards.
4. The County shall plan for the timely and efficient provision of Rural Services.
5. In general, public facilities and buildings should not be located in Rural Areas unless their function or service area requires that they be located outside of a UGA.
6. The Municipalities and the County have agreed that the percentage of growth occurring within UGAs should be increased consistent with the allocations identified in Appendix "B". The County shall adopt Planning Policies and Development Regulations in order to achieve this objective.

3.6 Public Facilities and Services

1. No new Urban Services and facilities shall be provided or extended outside of Urban Growth Areas. In particular sanitary sewer systems may not be extended outside of existing UGAs unless necessary to respond to a documented public health hazard caused by existing development which cannot be remedied in any other reasonable way.

2. Public Services and facilities shall be provided in a manner which is consistent with, and helps to implement all aspects of locally adopted comprehensive plans and Development Regulations.
3. Public Services and facilities shall not be provided in a manner which is contrary to locally adopted comprehensive plans and Development Regulations.
4. Within UGAs, provisions must be made to ensure that necessary Urban Services are available or in place prior to, or concurrent with Urban Development.
5. Consistent with GMA requirements, locally adopted comprehensive plans and Development Regulations shall specifically identify how Urban Services will be provided throughout designated UGAs.
6. With respect to services or facilities of regional significance, Municipalities and the County should coordinate capital facilities planning and funding within UGAs.
7. The County and the Municipalities shall work together to implement, enforce, and update the Coordinated Water System Plan and any associated Planning Policies or Development Regulations.
8. In general, public facilities and buildings should not be sited in Rural Areas. In evaluating the appropriate location for public buildings and facilities, sites should be considered in the following order of preference:
 - a. Sites within existing Municipalities.
 - b. Sites outside of existing Municipalities, but within a designated UGA.
 - c. Sites outside of an existing Municipality, or UGA, but within a designated Limited Area of More Intense Rural Development (LAMIRD).
 - d. Sites in Rural Areas, but only when it can be shown that the Public Service requires a location in a Rural Area due to its unique operational characteristics or service area requirements.

3.7 Facilities of Countywide or Statewide Significance

The County and the Municipalities are required by the GMA (RCW 36.70A.200) to include provisions in their comprehensive plans and Development Regulations addressing essential public facilities. On a statewide basis such facilities are defined as including: airports, state education facilities, state or regional transportation facilities (as defined in RCW 47.06.140), regional transit authority facilities (as defined in RCW 81.112.020), state and local correctional facilities, solid waste handling facilities, inpatient substance abuse facilities, mental health facilities, group homes, and secure commodity transition facilities (as defined in RCW 71.09.020).

In order to ensure full compliance with the GMA requirement outlined above, the following policies are intended to guide the designation, location, expansion, and modification of essential public facilities.

1. The County and Municipalities shall ensure that their Planning Policies and Development Regulations contain policies and procedures allowing for, and governing facilities of statewide or countywide significance.
2. The County and each Municipality should establish a process through their comprehensive plans or Development Regulations for identifying and regulating the location and development of essential public facilities. These policies and regulations should, at a minimum, include:
 - a. A process for determining whether or not a given facility or service meets the definition of an essential public facility.
 - b. A process, including specific criteria, for evaluating alternative locations.
 - c. Provisions to ensure that the environment, and public health and safety are protected.
 - d. If the facility is located in a Rural Area: provisions to ensure that, to the extent possible, the facility is consistent with the County's adopted definition of Rural Character.
3. To the extent possible, essential public facilities should be located in a manner which is consistent with, and supportive of adopted land-use, transportation, and economic development plans.
4. Essential public facilities shall be located within a UGA unless it can be conclusively demonstrated that a rural location is the most appropriate location based on the specific characteristics and operational needs of the facility. Mere convenience or expediency shall not be sufficient to demonstrate compliance with this requirement.
5. Essential public facilities located outside of a UGA should be self contained and should not require the extension or provision of Urban Services. In the event that it is absolutely necessary to extend Urban Services to allow for the establishment of an essential public facility that would otherwise be impossible to establish, Urban Services shall be provided in a manner which precludes further extension or connections in the intervening areas. In such instances, the extension of Urban Services shall not be used to provide service to Rural Development or to justify future UGA expansions.

6. The County and Municipalities shall not preclude the establishment or provision of an essential public facility when proposals for such services or facilities are consistent with these policies, as well as any Planning Policies and Development regulations adopted by the County or Municipalities regulating essential public facilities.
7. The County and municipalities shall collaboratively review proposals for essential public facilities in unincorporated Municipal UGAs.

3.8 Transportation

1. The transportation element of the County's comprehensive plan should include Urban Growth Area components to ensure consistency among planning jurisdictions. All transportation planning, including that of Federal or State agencies, and Port Districts, should be jointly and cooperatively developed, adopted and implemented through coordinated and collaborative planning efforts.
2. The County and Municipalities should each actively participate in multi-county, multi-jurisdiction, regional transportation planning, including planning for Washington State Ferries.
3. The County and Municipalities will cooperate in the analysis of and response to any major industrial, retail, commercial, recreation, or residential development proposal that may impact the transportation systems in Island County.
4. The capacity of the transportation system must be planned, built, and managed to meet planned land use densities in UGAs.
5. The planned transportation system should be implemented in a coordinated and cost effective manner utilizing a fair and sufficient method of funding.

3.9 Housing

In order to meet the need for affordable housing and to accommodate the housing needs for all economic segments of the population, the County and Municipalities will consider the following policies in the development of locally adopted comprehensive plans:

1. A wide range of housing development types and densities throughout Island County should be encouraged and promoted to meet the needs of a diverse population and provide affordable housing choices for all;
2. Manufactured home parks at urban densities, should be located within UGAs and or unincorporated rural centers;

3. Multi-family housing should be located within UGAs and/or unincorporated Rural Centers;
4. The County and Municipalities should provide appropriately zoned lands and/or location criteria to assure the inclusion of multi-family housing and manufactured home parks within UGAs and should provide for other types of housing for individuals with special needs throughout the county.
5. The comprehensive plans of the County and the Municipalities should consider the following housing policies:
 - a. Development of boarding houses, single-room occupancy housing, scattered site housing, and accessory housing such as elder cottages, guest houses, and/or attached apartments;
 - b. Establishment of a public/private housing trust fund to provide loans and grants for development of low to moderate income housing and housing for persons with special needs;
 - c. Identification of publicly owned properties, excluding those designated as Resource or Critical Lands, that could serve as possible sites for development of affordable low income or senior housing; and
 - d. Identification of regulatory relief actions such as inclusionary zoning, density bonuses for the development of lower-cost housing or in-lieu payments into a housing trust fund, forgiveness of impact or mitigation fees for low-income housing as authorized under the GMA or priority permit process treatment of housing developments intended for or including affordable housing.
6. It is intended that provisions for affordable housing will be required elements of the economic development and comprehensive plans of the County and Municipalities.

3.10 Land Use & Public Health

Access to clean air and water, healthy food, affordable housing, adequate transportation, and opportunities for physical activity, are all key factors that contribute to a positive quality of life. The Growth Management Act (GMA) encourages the availability of affordable housing, efficient multimodal transportation systems, retaining open spaces, enhancing recreational opportunities and requires communities to plan for bicycle and pedestrian transportation and physical activity. Therefore, it is the policy of the County and the Municipalities that the following policies should be considered when developing or revising local comprehensive plans and development regulations:

1. Roadway systems should be planned, built, and managed to encourage alternative transportation modes to the single-occupant vehicle. Transportation systems should support active, independent mobility for users of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities. Each jurisdiction should encourage:
 - a. Use of public transportation,
 - b. Development of linked on-street bicycle routes and pedestrian and bicycle corridors;
 - c. Adequate pedestrian facilities; and
 - d. Provisions for connections between different modes of transportation.
2. Development within Urban and Urban Growth Area (UGA) boundaries should encourage enhanced community access and promote healthy active lifestyles through:
 - a. A dense mix of land uses;
 - b. Well connected street grids;
 - c. Non-motorized access to transportation
 - d. Appropriate pedestrian and bicycle facilities that allow for safe travel; and
 - e. Regionally connected trail systems
3. A countywide system of non-motorized trails should be established in accordance with the Island County Non-Motorized Trails Plan. Trail development should be completed through regional collaboration and prioritize linking multi-modal transportation, schools, urban development, places of employment, and recreational facilities.
4. Residents should have adequate access to “open space” areas. Open spaces include land which contains natural areas, habitat lands, natural drainage features, and/or other environmental, cultural and scenic resources. Such land should be preserved and provided to residents for recreational use when appropriate. Open spaces should be linked to non-motorized transportation and public transportation.
5. Residents should have access to healthy food choices. Consideration should be given to establishing land use patterns and Development Regulations that support such access. Land use and Development Regulation amendments should consider the potential to remove existing barriers to healthy food choices,

if they exist. Home and community gardens within UGAs should be encouraged and supported through design and permitting processes.

6. Access to affordable housing influences, and is influenced by, residents health. Housing services should be planned with collaboration of health and economic development expertise. Development of multi-family affordable housing should be encouraged near major employment opportunities, public services including healthcare, public transportation, retail providing healthy food options, and open spaces such as parks and trails.

3.11 Economic Development & Employment

To ensure future economic vitality, broaden employment opportunities, and meet the needs of projected growth while retaining a high-quality environment, the County and the Municipalities have determined that the following policies shall guide local economic development planning efforts:

1. Economic growth should be encouraged within the capacities of the County's natural resources, public services and public facilities;
2. The Economic Development Element of the Island County Comprehensive Plan and the comprehensive plans of the Municipalities should, at a minimum:
 - a. Consider the goods, services and employment requirements of existing and projected population;
 - b. Identify the land use, infrastructure, transportation, and labor market requirements of businesses which have the highest probability of economic success in Island County and the least negative impact on the quality of life;
 - c. Based on citizen input, existing land use patterns and local capacity (geographic environmental and other considerations), determine areas suitable for retail, commercial and industrial uses; and
 - d. Encourage expansion of the tax base to support the infrastructure and services required to support a growing or changing population.
3. Future retail, commercial, and industrial development should be encouraged in urban or commercial centers as identified in the comprehensive plans adopted by the County and the Municipalities.
4. Land use regulations and infrastructure plans of the County and Municipalities should be amended or developed in a manner that supports economic development elements of locally adopted comprehensive plans.

5. Economic development in each of Island County's Planning Areas should proceed in a coordinated, but independent fashion consistent with locally adopted comprehensive plans and development regulations.
6. The County, Municipalities and Port Districts should work collaboratively to address issues of intergovernmental coordination and overlapping responsibility.

4. Administration and Implementation

The purpose of this section is to ensure that the Countywide Planning Policies are administered jointly in a collaborative fashion by the County and Municipalities.

4.1 Countywide Planning Group

1. A Countywide Planning Group (CPG) shall be formed for the purpose of discussing and coordinating countywide planning issues. This group shall be comprised of representatives from planning departments of Coupeville, Island County, Langle, and Oak Harbor.
2. The CPG shall meet at least two times each year or more frequently as needed.
3. Matters of overlapping concern or jurisdiction should be discussed by the CPG before being advanced for legislative approval by the County or Municipalities.

4.2 Procedures for Adopting or Amending Countywide Planning Policies

1. The Countywide Planning Policies shall be reviewed, updated, or amended as needed during the periodic update and review cycle required by RCW 36.70A.130, provided that any amendments or updates are consistent with the requirements of the GMA.
2. Amendments to the Countywide Planning Policies may be made outside of the normal periodic update cycle if necessary to address unforeseen or unanticipated events which must be addressed prior to the next periodic update cycle. In such instances, revisions may be proposed by a Municipality or the County and should be drafted jointly by the CPG prior to being advanced to the legislative bodies representing Coupeville, Island County, Langle, and Oak Harbor.
3. At least two years before the periodic review deadline established by RCW 36.70A.130 the CPG shall begin a series of meetings to discuss necessary review and update requirements of countywide importance.
4. If necessary amendments or updates are identified during the CPG meetings they shall be forwarded to the BOCC for consideration. If the BOCC makes a decision to adopt the proposed revisions, they shall only become effective when

ratified by the majority of legislative bodies representing Coupeville, Island County, Langley, and Oak Harbor.

4.3 Population Projections and Land Capacity Analysis

1. As part of the periodic review process required by RCW 36.70A.130, the CPG shall review and/or revise the 20 year population projection.
2. In reviewing the 20 year population projection, the CPG shall utilize the medium series projection range issued by the Washington State Office of Financial Management (OFM) as a base, or starting point. The CPG shall then analyze the assumptions used in the development of OFM's forecasting model. In those instances where OFM's assumptions differ from locally observed conditions or trends, adjustments shall be made to the medium series projection.
3. Once a general consensus has been reached by the members of the CPG, the CPG's population projection recommendation shall be forwarded to the Island County Planning Commission and the Board of Island County Commissioners (BOCC) for consideration. Based on the Planning Commission's recommendation, the BOCC shall either adopt the 20 year population projection developed by the CPG or refer the matter back to the CPG for further work.
4. If the BOCC makes a decision to move forward with the population projection developed by the CPG, they shall do so by adopting a resolution identifying the population projection to be used. This resolution shall state that the population projection decision shall only become final when ratified by the majority of legislative bodies representing Coupeville, Island County, Langley, and Oak Harbor.
5. After the BOCC has adopted a population projection, the CPG shall develop a plan for allocating the projected population growth to each of Island County's Planning Areas. This regional allocation process should be based on past growth trends, demographic characteristics, economic conditions, and housing market data.
6. After the regional allocation process described above is completed, the CPG shall divide each regional allocation into an urban component and a rural component, the urban component of each regional allocation shall then be assigned to the UGAs.
7. For each UGA, a land capacity analysis shall be performed to determine if the UGA has sufficient capacity to accommodate the projected growth in population and jobs. The land capacity analysis shall be conducted by the jurisdiction responsible for the UGA and shall utilize the procedures described in Appendix A.

8. If, based on the results of the land capacity analysis described above, it is determined that a UGA does not have sufficient capacity to accommodate 20 years of population and job growth, the UGA may be expanded as necessary to accommodate the anticipated growth, provided that any proposed expansion shall be consistent with the applicable criteria contained in section 3.3 of these policies.
9. If, based on the results of the land capacity analysis described above, it is determined that a UGA has significantly more capacity than is required to accommodate 20 years of population and job growth, the UGA may be reduced in size if requested by the jurisdiction responsible for the UGA, provided that any proposed reduction shall be consistent with the criteria enumerated in section 3.3.6.

4.5 Monitoring and Reporting Procedures

1. In order to facilitate future analysis the County and Municipalities will maintain development records which include:
 - a. The number of housing units permitted and constructed annually. This information shall be collected and maintained in a manner which makes it possible to differentiate between new “additional” units and replacement units.
 - b. The number of land divisions approved, the size of the parcel divided, the number of new or additional lots created through each division, the gross and net density achieved by each division, and the quantity of land used for public purposes within each division.
 - c. The number of multi-family development projects approved, the number of units contained within each development, the density achieved by each development, and the maximum density permitted in the zone where each project is located.
 - d. The square footage of new commercial or industrial buildings permitted and constructed. This information should be collected and maintained so that it is possible to calculate the floor area or site coverage ratios of each development.
2. The data described above should be provided to Island County Planning Department by the end of January each year for the purpose of maintaining an accurate buildable lands inventory. Following the receipt of this information the County should produce an annual report summarizing development trends in Island County and distribute this report to the Municipalities and Special Service Districts as appropriate.

Appendix A: Buildable Lands Procedures**Abbreviations & Definitions:**

1. Critical Area Constraint Factor (CF): A number representing the percentage of RAID or UGA land which is presumed to be constrained by critical areas, and therefore less likely to be available for development.
2. Development Potential (DP), Non-Residential & Multi-Family Residential: The number of acres available for non-residential and multi-family residential development in each industrial, commercial, mixed use, and multi-family zone. In this analysis, DP is used as a subtotal to express the gross capacity of vacant or re-developable parcels before the Total Development Potential is calculated.
3. Development Potential (DP), Single-Family Residential: The potential number of lots or dwelling units which can be created by dividing or developing vacant or partially vacant parcels in zones which permit single-family residential development. In this analysis, DP is used as a subtotal to express the gross capacity of vacant or partially vacant parcels before the Total Development Potential is calculated.
4. Partially Vacant Parcel (PVP): A partially vacant parcel is a parcel which contains an existing dwelling unit but which is at least twice the minimum lot size required by the zone in which it is located.
5. Public Purpose Land (PPL): Includes land required for such things as streets, drainage facilities, and parks/open space.
6. Re-Developable Parcel (RP): A parcel zoned for non-residential uses or multi-family residential uses that has the potential to be redeveloped and used more intensively. Parcels zoned for non-residential or multi-family residential uses are considered re-developable if they have an improvement to land value of less than 1:2 based on Assessor's parcel data.
7. Total Development Potential, Non-Residential & Multi-Family Residential (TDP): The total gross quantity of land available for multi-family or non-residential development before land is subtracted to account for public purposes and critical areas. The sum of the development potential of all vacant parcels and re-developable parcels for each commercial, industrial, multi-family, and mixed-used zoning designation.
8. Total Net Capacity (TNC): The total net capacity of each single-family, multi-family, industrial, commercial, and mixed use zone after land is subtracted for public purposes and critical areas. Total Net Capacity is expressed in acres for multi-family and non residential zones, and dwelling units or lots for single-family zones.

9. Total Development Potential, Residential (TDP): The total gross number of lots or dwelling units which could be created by dividing and/or developing all vacant and partially vacant parcels available for single-family development before land is subtracted to account for public purposes and critical areas. The sum of development potential of all vacant parcels and partially vacant parcels for each single-family zoning designation.
10. Undevelopable Parcel (UP): Parcels which are not likely to be available for development because they are owned by a charitable organization, institution, or governmental entity. Undevelopable parcels shall be identified based on Assessor's parcel data. Parcels which are tax exempt based on Assessor's parcel data shall be considered undevelopable.
11. Vacant Parcel (VP): A parcel which is either vacant or has an improved value of less than \$4,000 based on Assessor's parcel data. Parcels which contain a mobile or manufacture home shall not be considered vacant even if they have an improved value of less than \$4,000.

Assumptions:

1. Employment Density: For commercial and industrial lands the following assumptions should be used:
 - a. Commercial, UGA: 17 employees per acre
 - b. Industrial: 9 employees per acres
2. In RAIDs and UGAs, 15% of available land will be needed for public purposes.
3. Re-Development Factor: It is assumed that 50% of multi-family, commercial, and industrial parcels with an improvement to land value of less than 1:2 will be available for redevelopment during the planning period (20 years from the date of the most recent periodic update).
4. Household Size: For the 2016 periodic update an average household size for Island County of 2.36 was employed. This figure was based on data from the 2010 census. For each subsequent periodic update, the most current census data should be employed.

Rural Analysis Steps:

1. Identify all parcels within a RAID or UGA and exclude these parcels from further analysis.

2. Separate parcels by zoning category and identify lands zoned park/open space, special review district, airport, or any other designation which does not allow for residential development. These parcels should be excluded from further analysis.
3. For each zoning designation, identify all undevelopable parcels (UP) based on tax classification. Parcels which are publicly owned or tax exempt (parks, schools, churches etc.) should be considered undevelopable and excluded from further analysis.
4. For each zoning designation, calculate the development potential of all vacant parcels (VP). The development potential of vacant parcels is determined by dividing the parcel area required by the minimum lot size allowed in the zone and rounding down. For example, a 17 acre parcel in the Rural zone could be divided into three five acre parcels ($17/5 = 3.4$) and accommodate three dwelling units.
5. For each zoning designation calculate the development potential of all partially vacant parcels (PVP) by dividing the parcel area by the minimum lot size, rounding down and subtracting one to account for the existing dwelling unit. For example a 17 acre parcel in the Rural zone with an existing home on it could be divided into three five acre parcels and two *additional* homes could be constructed on the resulting parcels. [$(17/5 = 3.4) - 1 = 2.4$].
6. For each zoning designation determine the total development potential (TDP) by adding the results from steps four and five together. This step allows the total build-out capacity for each, non-RAID, rural zoning designation to be determined (in dwelling units).
7. As a final step, add the resulting TDP figures for each zoning designation together to determine the total development potential for areas outside of RAIDs and UGAs. This step will allow the total build-out capacity of the rural area (excluding RAIDs) to be determined (in number of dwelling units).

In order to determine the number of people which can be accommodated, the dwelling unit totals from steps six or seven can be multiplied by the average household size for Island County. The average household size should be determined using the most recent census data available.

RAID Analysis Steps:

General Steps

1. Identify all parcels which are either located within a UGA or outside of a RAID. Exclude these parcels from further analysis. These parcels should be excluded from further analysis.
2. For each zoning designation, identify all undevelopable parcels (UP) based on tax classification. Parcels which are publicly owned or tax exempt (parks,

schools, churches etc.) should be considered undevelopable and excluded from further analysis.

3. Separate residential RAIDs from nonresidential RAIDs by zoning designation. Residential RAID parcels should be analyzed separately from non-residential RAID parcels as described below.
4. Determine the critical area constraint factor for each RAID by combining all critical area GIS layers, calculating the number of acres constrained by critical areas within each RAID. The result is a critical area constraint factor for each RAID.

Determining the Capacity of Residential RAID Zones

1. For each residential RAID zoning designation calculate the development potential of all vacant parcels (VP). The development potential of vacant parcels is determined by dividing the parcel area by the minimum lot size allowed in the zone and rounding down.
2. For each residential RAID zoning designation calculate the development potential of all partially vacant parcels (PVP). For purposes of this analysis, a partially vacant parcel is a parcel that is at least two times as large as the minimum lot size allowed by the zone. Calculate the development potential of all partially vacant parcels (PVP) by dividing the parcel area by the minimum lot size allowed in the zone and rounding down and subtracting one in order to account for the existing dwelling unit.
3. For each residential RAID zoning designation determine the total development potential (TDP) by the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally, apply the critical area constraint factor and deduct an appropriate amount of land. This step allows the total net capacity (TNC) for each residential RAID zoning designation to be determined (in dwelling units).
4. Add the resulting TNC figures for each residential RAID zoning designation together to determine the total development potential for all residential RAID zones. This step will allow the total combined net capacity of residential RAID zones to be determined (in number dwelling units).
5. In order to determine the number of people which can be accommodated, the dwelling unit totals from steps three or four can be multiplied by the average household size for Island County. The average household size should be determined using the most recent census data available.

Determining Capacity of Non-Residential RAID Zones

1. For each non-residential RAID zoning designation identify all vacant parcels (VP). Once all of the vacant parcels have been identified, calculate the total combined acreage of these parcels. The resulting number is the non-residential development potential of all vacant parcels (in acres) for each non-residential RAID zoning designation.
2. For each non-residential RAID zoning designation identify all re-developable parcels (RP). A parcel should be considered re-developable if the parcel data indicates that the improvement value to land value ratio is less than 1:2. Once all of the re-developable parcels have been identified, calculate the total combined acreage of these parcels. The resulting number is the non-residential development potential of all re-developable parcels (in acres) for each non-residential RAID zoning designation. As a final step, deduct 50% in order to account for the re-development factor.
3. For each non-residential RAID zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally apply the critical area constraint factor and deduct an appropriate amount of land. This step allows the total net capacity for each non-residential RAID zoning designation to be determined (in acres).
4. Add the resulting TNC figures for each non-residential RAID zoning designation together to determine the total development potential for all non-residential RAID zones. This step will allow the total combined build-out capacity of non-residential RAID zones to be determined (in acres).

UGA Analysis Steps:

General Steps

1. Sort parcels by zoning or comprehensive plan designation using Assessor's parcel data and/or any other applicable information.
2. For each UGA, identify all the undevelopable parcels in each zoning designation. Undevelopable parcels should include land which is tax exempt (parks, schools, churches and public facilities). These parcels should be excluded from further analysis.
3. For each UGA, compile all available critical area mapping information and merge these layers into a single layer to determine the total quantity of constrained acreage in each zoning designation. Calculate the percentage of land area within each UGA that is constrained by critical areas by comparing number of acres constrained by critical areas to the total number of acres in each UGA. This calculation will result in a critical area constraint factor for each UGA.

4. Based on available zoning or comprehensive plan information, sort all parcels into four groups as follows: (a) parcels zoned for single family home development (freestanding homes, townhomes, or other forms of individual lot development); (b) parcels zoned for multifamily development (apartments, condominiums, mobile home parks, and other forms of multi-unit per parcel development); (c) commercial and mixed use zones; and (d) industrial zones. Each of these groups should then be analyzed separately as described below.

UGA Capacity - Single Family Zones

1. For each single-family zoning designation calculate the development potential of all vacant parcels (VP). The development potential of vacant parcels is determined by dividing the parcel area by the minimum lot size allowed in the zone and rounding down. When Planning Policies or Development Regulations specify both a minimum and maximum density, both should be calculated to produce a range.
2. For each single-family zoning designation calculate the development potential of all partially vacant parcels (PVP). For purposes of this analysis, a partially vacant parcel is a parcel that is at least two times as large as the minimum lot size allowed by the zone. Calculate the development potential of all partially vacant parcels (PVP) by dividing the parcel area by the minimum lot size allowed in the zone and rounding down and subtracting one in order to account for the existing dwelling unit. When Planning Policies or Development Regulations specify both a minimum and maximum density, both should be calculated to produce a range.
3. For each single-family zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally, apply the critical area constraint factor for the UGA and deduct an appropriate amount of land. This step allows the total net capacity for each single-family zoning designation in the UGA to be determined (in dwelling units).
4. Add the resulting TNC figures for each residential single-family zoning designation in the UGA together to determine the total development potential for all single-family zones in the UGA. The result of this step will be the total combined capacity of all single-family zones in the UGA (in number dwelling units).
5. In order to determine the number of people that can be accommodated in the UGA's single-family zones the dwelling unit totals from steps three or four can be multiplied by the average household size for Island County. The average household size should be determined using the most recent census data available.

UGA Capacity – Multi-Family Zones

1. Identify all vacant parcels zoned for multi-family residential development. Determine the development potential of these parcels by multiplying the acreage of the parcels by the density permitted in the zone. For zones with both a minimum and a maximum density, calculate the development potential at both the minimum allowed density and the maximum permitted density.
2. For all areas designated for multi-family residential identify the parcels which can be redeveloped. In order to be re-developable, a parcel should have an improvement to land value ratio of less than 1:2. Determine the development potential of these parcels by multiplying the acreage of the parcels by the density permitted in the zone. As a final step, deduct 50% in order to account for the redevelopment factor. For zones with both a minimum and a maximum density, calculate the development potential at both the minimum allowed density and the maximum permitted density.
3. For each multi-family zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally, apply the critical area constraint factor for the UGA and deduct an appropriate amount of land. This step allows the total net capacity for each single-family zoning designation in the UGA to be determined (in dwelling units).
4. Add the resulting TNC figures for each multi-family residential zoning designation in the UGA together to determine the total development potential for all multi-family zones in the UGA. The result of this step will be the total combined capacity of all multi-family zones in the UGA (in number dwelling units).
5. In order to determine the number of people that can be accommodated in the UGA's multi-family zones, the dwelling unit totals from steps three or four can be multiplied by the average household size for Island County. The average household size should be determined using the most recent census data available.

UGA Capacity – Commercial & Mixed Use Zones

1. For each commercial or mixed use UGA zoning designation identify all vacant parcels (VP). Once all of the vacant parcels have been identified, calculate the total combined acreage of these parcels. The resulting number is the commercial and mixed used development potential of all vacant parcels (in acres) for each non-residential commercial and mixed use zoning designation.
2. For each commercial or mixed use UGA designation identify all re-developable parcels (RP). A parcel should be considered re-developable if the parcel data

indicates that the improvement value to land value ratio is less than 1:2. Once all of the re-developable parcels have been identified, calculate the total combined acreage of these parcels. As a final step, deduct 50% in order to account for the redevelopment factor. The result, is the development potential of all re-developable parcels (in acres) for each commercial or mixed use UGA zoning designation.

3. For each commercial or mixed use UGA zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally apply the critical area constraint factor and deduct an appropriate amount of land. This step allows the total net capacity for each commercial or mixed use UGA zoning designation to be determined (in acres).
4. Add the resulting TNC figures for each commercial or mixed use UGA zoning designation together to determine the total development potential for all commercial or mixed use UGA zones. This step will allow the total combined build-out capacity of commercial or mixed use UGA zones to be determined (in acres).
5. In order to determine the number of jobs which can be accommodated in commercial or mixed use UGA, the acreage totals from steps three or four can be multiplied by the average commercial employment density.

UGA Capacity – Industrial Zones

1. For each industrial UGA zoning designation identify all vacant parcels (VP). Once all of the vacant parcels have been identified, calculate the total combined acreage of these parcels. The resulting number is the development potential of all vacant parcels (in acres) for each industrial UGA zoning designation.
2. For each industrial UGA designation identify all re-developable parcels (RP). A parcel should be considered re-developable if the parcel data indicates that the improvement value to land value ratio is less than 1:2. Once all of the re-developable parcels have been identified, calculate the total combined acreage of these parcels. As a final step, deduct 50% in order to account for the redevelopment factor. The result is the development potential of all re-developable parcels (in acres) for each industrial UGA zoning designation.
3. For each industrial UGA zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally apply the critical area constraint factor and deduct an appropriate amount of land. This step allows the total net capacity for each industrial UGA zoning designation to be determined (in acres).

4. Add the resulting TNC figures for each industrial UGA zoning designation together to determine the total development potential for all industrial UGA zones. This step will allow the total combined build-out capacity of industrial UGA zones to be determined (in acres).
5. In order to determine the number of jobs which can be accommodated in commercial or mixed use UGA, the acreage totals from steps three or four can be multiplied by the average industrial employment density.

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