

**PLANNING COMMISSION
REGULAR MEETING
CITY HALL – COUNCIL CHAMBERS
March 24, 2015**

ROLL CALL: Present: Bruce Freeman, Sandi Peterson, Ana Schlecht, Mike Piccone, Cecil Pierce and Jes Walker-Wyse
Absent: Greg Wasinger
Staff Present: Development Services Director, Steve Powers; Senior Planner, Cac Kamak and Associate Planner Ray Lindenburg

Vice Chairman Bruce Freeman called the meeting to order at 7:32 p.m.

MINUTES: MS. SCHLECHT MOVED, MR. PICCONE SECONDED, MOTION CARRIED TO APPROVE THE FEBRUARY 24, 2015 MINUTES AS PRESENTED.

PUBLIC COMMENT:
None.

DRAFT COUNTYWIDE PLANNING POLICIES (CWPP) – Public Hearing

Mr. Powers reported that the Planning Commission is moving into the public hearing phase and should open the public hearing, accept comments, provide feedback and direction to staff. Planning Commission is not expected to take action at this meeting but should continue the hearing to the April meeting. Mr. Powers displayed a PowerPoint presentation (PC Attachment 1) and summarized the Growth Management Act requirements, the draft CWPP sections, and the City/County work that has lead to the current draft. Mr. Powers pointed out highlighted comment sections of the draft and elaborated on those comments. Mr. Powers noted that city staff will be meeting with county staff next Thursday and will discuss the highlighted comment sections of the draft as well as any other comments from the Planning Commission.

Planning Commission Discussion

There was discussion about the 50% threshold in Section 3.3.3.a., b. and c. Planning Commissioners believed 50% was too high and 30% was more reasonable since it could take 12 to 18 months to increase the UGA.

The public hearing was opened at 8:05 p.m. There were no comments.

MOTION: MS. WALKER-WYSE MOVED, MS. PETERSON SECONDED A MOTION TO AMEND SECTION 3.3 3. A., B. AND C TO CHANGE 50% TO 30%.

Discussion:

There was discussion about employment growth versus population growth and whether the employment growth should be reduced to 30% as well. Mr. Powers pointed out that there is a large amount of land designated Planned Industrial Park and Industrial in the unincorporated portions of the UGA that hasn't been absorbed yet. At the conclusion of the discussion Commissioners agreed that there was enough land to absorb employment growth.

**MOTION WITHDRAWN BY MS. WALKER-WYSE
SECOND WITHDRAWN BY MS. PETERSON**

MOTION: MS. WALKER-WYSE MOVED, MS. PETERSON SECONDED, MOTION CARRIED TO AMEND SECTION 3.3 3. A AND C TO CHANGE 50% TO 30%.

MOTION: MS. PETERSON MOVED, MR. PIERCE SECONDED, MOTION CARRIED TO CONTINUE THE PUBLIC HEARING TO THE APRIL 28, 2015 MEETING.

Mr. Powers asked if there was anything else staff could provide to help the Planning Commission with their review. Ms. Schlecht asked staff to provide a copy of the map shown in the PowerPoint presentation in a larger form or e-mail the map to them.

2016 COMPREHENSIVE PLAN UPDATE

Mr. Kamak displayed a PowerPoint presentation (PC Attachment 2) and reported that the update began in 2013. The process was initiated by reviewing the Comprehensive Plan against a checklist provided by the Department of Commerce to identify elements that need updates. This process provided the scope of work to complete the update. Mr. Kamak detailed the sections to be updated.

Mr. Kamak reported that the Planning Commission and the City Council are working on the vision statement in the Comprehensive Plan that was first crafted in 1993. Planning Commission and the City Council had a joint meeting and revisions were presented at a second joint meeting held to discuss the refinements to the vision statements. Since then staff has generated two more versions of the vision statement that are shorter and general that create visual images of the City to the reader. Mr. Kamak asked the Planning Commission to consider the two options for the Comprehensive Plan vision statement.

Planning Commission Discussion

Planning Commission discussed the structure of the option 1 and option 2. There was agreement that culture should be first, education second, economy third and recreation last. Mr. Kamak indicated that eventually he would like to show the vision statement as a circle which has no real order. Most of the Commissioners preferred option 2. There was discussion about including access to quality medical care in the economy section. Commissioners discussed the fact that Coupeville already has the Island's major medical facility so idea to include a medical facility may not be logical. Commissioners also discussed placement of the marina in the economy section or the recreation section. There was a suggestion to add language that clarifies the marina as an economic driver. Commissioners suggested revising the sentence in the culture section that talks about citizens on active community policing.

Mr. Kamak said that staff would come back next month with revisions.

HOMELESS ENCAMPMENT CODE AMENDMENT – Public Meeting

Mr. Powers reported staff provided code sections from other cities that addressed questions raised at the February meeting. Mr. Powers also handed out a page with revised language regarding Island County Health Department (PC Attachment 3).

Mr. Powers reported that staff has reached out to the Police Department, Island County and the Opportunity Council for their expertise in crafting the ordinance.

Planning Commission Discussion

Planning Commissioners asked what the appeal process would look like if there were concerns from community and to whom would the appeal be made? Mr. Powers indicated that Mercer Island's ordinance left that up to the Code Official if the sponsor and the neighbors agree there

is an impact but don't agree on how to address the impact. Most administrative decisions that staff makes are appealable to the Hearing Examiner so if that model holds true then that is how the appeal will be handled.

Mr. Powers said staff will be working on more revisions and potentially the Planning Commission could open the public hearing next month.

Mr. Powers also mentioned that the City Council will be holding a workshop on the Wastewater Treatment Plant on April 7th and invited the Planning Commission to attend or watch the video with it is available.

ADJOURN: 9:02 p.m.

Minutes submitted by: Katherine Gifford

Countywide Planning Policies



Planning Commission
3/24/2015

CWPP

- Purpose:
 - Review requirements
 - Discuss latest version
 - Open public hearing & take comment
 - Provide feedback to staff



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North Whidbey Urban Growth Area and Joint Planning Area



Planning Commission 3/26/2015

CWPP

- GMA
 - RCW 36.70A.210
 - Requires CWPP adoption
 - Establishes framework
 - County/city plans consistent
 - County leads process
 - RCW 36.70A.110
 - Urban growth areas



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CWPP

- CWPP must include:
 - Contiguous & orderly development; provision of urban services
 - Siting essential public facilities
 - Transportation facilities and strategies
 - Affordable housing
 - Joint county/city planning within UGA
 - Economic development
 - Fiscal impact analysis



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CWPP

Document Sections

- Applicability
- Definitions
- Countywide Planning Goals
- Countywide Planning Policies
 - General Provisions
 - Joint Planning Areas
 - Urban Growth Areas
 - Urban Development
- Rural Development
- Public Facilities & Services
- Essential Public Facilities
- Transportation
- Housing
- Land Use & Public Health
- Economic Development & Employment



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CWPP

Document Sections

- Administration & Implementation
 - Amendment Procedures
 - Population Projection & Land Capacity Analysis
 - Monitoring & Reporting
- Appendix A
 - Buildable Lands Procedures



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CWPP

- County staff took the lead
- County & city staff met over many months
- City staff played active role
 - Advocated for amendments
 - Discussed practical impacts of implementation



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CWPP

- Not 100% agreement on all items
- City staff reasonably comfortable
- Draft highlights areas for PC attention



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CWPP

- Review latest draft



Planning Commission 3/26/2015 10

CWPP

- Recommendation
 - Open public hearing; accept public comments
 - Provide feedback and direction to staff
 - Continue public hearing to April
- Suggested motion:
 - *I move we continue the CWPP public hearing to the April 28, 2015 meeting.*



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North Whidbey Urban Growth Area and Joint Planning Area



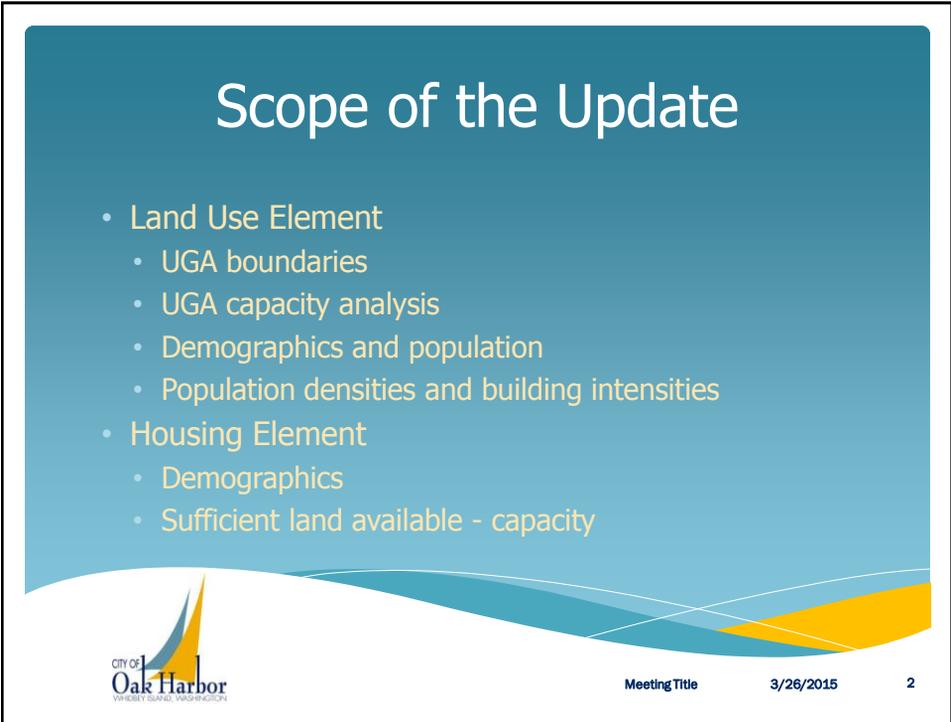
A presentation slide with a blue background and a white wavy graphic at the bottom. The title 'Comprehensive Plan' is in large white font, and '2016 Update' is in a smaller white font below it. The City of Oak Harbor logo is in the bottom left, and 'Planning Commission 3/26/2015' is in the bottom right.

Comprehensive Plan

2016 Update

CITY OF
Oak Harbor
WHIDBEY ISLAND, WASHINGTON

Planning Commission
3/26/2015



A presentation slide with a blue background and a white wavy graphic at the bottom. The title 'Scope of the Update' is in large white font. Below it is a bulleted list of items. The City of Oak Harbor logo is in the bottom left, and 'Meeting Title 3/26/2015 2' is in the bottom right.

Scope of the Update

- Land Use Element
 - UGA boundaries
 - UGA capacity analysis
 - Demographics and population
 - Population densities and building intensities
- Housing Element
 - Demographics
 - Sufficient land available - capacity

CITY OF
Oak Harbor
WHIDBEY ISLAND, WASHINGTON

Meeting Title 3/26/2015 2

Scope of the Update

- Capital Improvements Plan
 - Impact fees
- Transportation Element
 - Plans to be updated every six years
- Consistency
 - CWPP
- Other updates
 - Vision
 - Goals and Policies
 - Clean up



Meeting Title 3/26/2015 3

Vision

- Original Vision in 1993
- Oak Harbor 2013 – A vision for the future
- Time for review
- Joint CC and PC meeting in Nov
- Evaluated Vision
 - Mostly relevant
 - Needs refinement to reflect current times
 - Add educational component



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Original Vision

Envision Oak Harbor as the **principal** island city in North Puget Sound. Start-up companies employ software **engineers**, environmental **scientists** and telecommunication **specialists**. The college campus is **growing** with the addition of a fourth building to accommodate new class offerings and increased enrollment. Galleries featuring **national** artists and aviation exhibits. Every Saturday during summer months, a farmer's market **swells** with shoppers, and musicians **perform** under the **clock tower at Harbor Square**. **New** offices, housing, a hotel, theater and specialty retail shops **enhance** Old Town, while it **retains its small-town charm**. **Bald eagles nest** above Oak Harbor Bay, while school children study **wetlands at Freund's Marsh** and plant **new Garry Oaks** in City parks. Residents and visitors dine at **waterfront restaurants**, and enjoy summer evening strolls on **Mayor's Promenade**. Some visitors come to Oak Harbor by **water taxis** and **seaplanes**, while others on private boats to stay at the marina. Bicyclists and hikers enjoy over two miles of shoreline pathways on the Oak Harbor **Interpark Trail** between Mayor's Point and Fort Nugent Park. State Route 20 and City streets carry automobiles and trucks **efficiently**; **landscaped sidewalks** provide safe, accessible and enjoyable pathways for all people. **Neighborhood watch and community policing** keep Oak Harbor's neighborhoods **clean and secure**. The families of Naval Air Station Whidbey Island play an **active and vital role** through their patriotism and community involvement. The children of third- and fourth-generation residents return from college to **live and work in Oak Harbor**. On the horizon, an agricultural and forest greenbelt envelopes the City.



Vision - review

Feb Joint Meeting

- Reviewed visions refinements
- Three formats presented
 - Paragraph
 - Bulleted
 - Categorized

Feedback

- Too long
- Short and general
- Similar to Council vision



Vision - review

Short and General

Oak Harbor...a vibrant Whidbey Island waterfront community where everyone is welcome and encouraged to thrive.

The City of Oak Harbor is committed to creating a vibrant community by delivering quality services, enhancing the quality of life, and fostering economic opportunities.

- Short and memorable – slogan like
- Great for promotions
- Not descriptive enough to
 - formulate policies and goals
 - Create an image in the mind
 - Provide a direction to work toward
 - Points for renewal and assessment



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Vision - review

Slogan

- Sony – make believe

Vision

- Our Vision
Across the world, in all the entertainment and communication sectors in which we operate, every Sony employee is united through a common set of beliefs, ideals and aspirations. This is our Vision.
- Sony is a company devoted to the celebration of life.
- We create things for every kind of imagination.
Products that stimulate the senses and refresh the spirit.
Ideas that always surprise, and never disappoint.
Innovations that are easy to love, and effortless to use.
Things that are not essential, but hard to live without.
- We are not here to be logical. Or predictable.
We're here to pursue infinite possibilities.
We allow the brightest minds to interact freely, so the unexpected can emerge.
We invite new thinking, so even more fantastic ideas can evolve.
- **Creativity is our essence.**
We take chances.
We exceed expectations.
We help dreamers' dream.



Meeting Title 3/26/2015 8

Vision - options

<p style="text-align: center;">Option A</p> <ul style="list-style-type: none"> • Format – paragraph • General but descriptive • Retains direction from original vision 	<p style="text-align: center;">Option B</p> <ul style="list-style-type: none"> • Format – categorized • Easier reference • Retains direction from original vision • Provides for refined assessment
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Option A - Vision

Oak Harbor's Vision

Oak Harbor - It's a place where businesses thrive with great infrastructure and fast communication networks. Education centers are expanding and offering cutting edge programs. It's a place that is rich in culture and fosters art. It is a place known for its family oriented festivals, exciting parades, world renowned races, and fun concerts. Its downtown is vibrant with diverse business, quaint bars, outdoor cafes and street performers. It's a place where the natural native landscapes are preserved and enhanced and the wildlife is protected. It's a town that preserves and fosters its unique Garry Oak trees. It celebrates its unique ownership of a marina that is attractive and serves local needs while inviting tourists. It's a place that values its waterfront and invests in it by building promenades that is known for its beauty and views, and its connections from the urban environment to natural wetlands and shorelines. The town values outdoor recreation, extending trails around the city from the waterfront and connecting natural features, wetlands, parks and wildlife corridors. It is proud of its military heritage, safe clean neighborhoods and affordable cost of living. It's a place, where the children of yesterday come back to raise families so that their children will enjoy the same small town atmosphere they enjoyed growing up in. It is one of the best small towns to live in the northwest. It is Whidbey Island's premier waterfront community.



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Option B - Vision

Vision

Oak Harbor is Whidbey Island's premier waterfront community that celebrates its robust economy, state of the art education, recreational opportunities and diverse culture.

Envision Oak Harbor's Economy

Oak Harbor envisions its economy to be robust, stable and growing by investing in sound infrastructure, fostering fast communication networks, and creating partnerships that lure businesses to locate here, hiring professionals for high paying, low impact jobs. It envisions its downtown flourishing with mixed uses, specialty retail, quaint bars and restaurants, and retaining its eclectic building form and protecting views. It envisions the marina as an attractive facility that is inviting to tourists, boaters, and seaplane transport.

Envision Education in Oak Harbor

Oak Harbor envisions state of the art education with diverse educational opportunities and programs in the schools and colleges. It envisions the return of children that grew up in Oak Harbor to live, work, and raise families in Oak Harbor because it supports state of the art schools that have cutting edge educational, arts, and sports programs, and because the city has maintained its small town atmosphere and lifestyle.

Envision Recreation in Oak Harbor

The community values the outdoor recreational opportunities that surround the city and invests in its waterfront trail system. It envisions the waterfront trail developed as a beautiful promenade that is the pride of its residents and alluring to visitors. It envisions a network of recreation, open space and wildlife corridors, interwoven with development all around the city, connecting to city parks, natural areas, wetlands and state parks. The transportation network caters to all modes of transportation providing safe pedestrian access for all people. Street classification and cross-sections are in sync with land use patterns, efficiently moving people and goods within the city and along the highway.

Envision Oak Harbor's Culture

The City envisions creating an atmosphere that supports diverse cultures, appreciates public art, and hosts performing arts to provide a culturally rich environment. It envisions summer months with festivals, events and concerts, bustling sidewalk sales, outdoor cafes, pedestrians, shoppers and performers. It envisions the built environment incorporating the natural environment to preserve its natural environment and wildlife. It takes pride in protecting, preserving and enhancing unique Garry Oak population that gives its name. It envisions its citizens on active community policing that keep neighborhoods clean and secure. It is a town where the families of Naval Air Station Whidbey Island play an active and vital role through their patriotism and community involvement.



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Vision

Recommendations?
Feedback?



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guardian. If any other child under the age of eighteen (18) attempts to stay overnight at the temporary encampment, the temporary encampment managing organization shall immediately contact the Washington State Department of Social and Health Services Child Protective Services, or its successor.

- (xiv) The temporary encampment shall comply with all applicable standards of the Island County Health Department, or its successor.
- (xv) The temporary encampment shall comply with all Washington State and City codes concerning, but not limited to, drinking water connections, human waste, solid waste disposal, electrical systems, cooking and food handling and fire resistant materials. Servicing of portable toilets and trash dumpsters is prohibited between the hours of 9:00 pm and 7:00 am on Mondays through Fridays, excluding legal holidays, and between the hours of 9:00 pm and 9:00 am on Saturdays, Sundays and legal holidays, except in the case of bona fide emergency or under permit from the director or his/her designee in case of demonstrated necessity.
- (xvi) The temporary encampment shall permit regular inspections by the city, including the police department, and Island County Health Department to check compliance with the standards for temporary encampments. Nothing in this ordinance shall require inspections by the Island County Health Department. The Oak Harbor Fire Department shall do an initial fire inspection and safety meeting at the inception of the temporary encampment.
- (xvii) All temporary encampments shall have services, such as food, water, and waste disposal, provided by a temporary encampment sponsor and supervised by a temporary encampment managing organization.
- (xviii) The managing organization and temporary encampment sponsor shall sign a hold harmless agreement for the temporary encampment.
- (xix) The temporary encampment managing organization shall maintain a resident log for all who are residing at the temporary encampment. Such log shall be kept onsite at the temporary encampment. Prospective encampment residents shall provide a verifiable form of identification when signing the log.
- (xx) The temporary encampment sponsor and encampment managing organization shall ensure enforcement of a code of conduct at the temporary encampment site. The code of conduct shall be in substantially the following form or address the following issues:

Comment [p1]: The encampment sponsor/manager is required to allow the inspections to occur.

Comment [p2]: A City ordinance cannot compel the Island County Health Department (a separate agency) to conduct inspections.