



# PLANNING COMMISSION

## AGENDA

January 26, 2016

ROLL CALL:        WASINGER\_\_\_\_\_        FREEMAN\_\_\_\_\_

                         PETERSON\_\_\_\_\_        SCHLECHT\_\_\_\_\_

                         PICCONE\_\_\_\_\_        PIERCE \_\_\_\_\_

                         WALKER-WYSE\_\_\_\_\_

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1.    **Approval of Minutes – December 8, 2015**

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.

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3.    **ANNUAL REPORT TO CITY COUNCIL – Public Meeting**

The Planning Commission will discuss and review their annual report to the City Council. The annual report is a summary of Planning Commission’s accomplishments in 2015 and proposed work program for 2016.

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4.    **2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff will brief the Commission on the progress of the 2016 Comprehensive Plan update. The major focus of this meeting is the Land Use Element which will include existing land use conditions, projected needs, a new generalized land use map, identifying neighborhoods, and draft goals and policies.

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5.    **LOW IMPACT DEVELOPMENT UPDATE – Public Meeting**

Staff will brief the Commission on this work effort involving new methodologies being required by the WA Department of Ecology for stormwater infiltration and conveyance.

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6.    **MAJOR PROJECT SCHEDULE – Briefing**

Staff will share a schedule of the pending major projects (2016 Comprehensive Plan update, Transportation Plan update and Windjammer Park Integration Plan), demonstrating how the projects are coordinated with one another.

# MINUTES

December 8, 2015

**PLANNING COMMISSION  
REGULAR MEETING  
CITY HALL – COUNCIL CHAMBERS  
December 8, 2015**

**ROLL CALL:** **Present:** Greg Wasinger, Sandi Peterson, Jes Walker-Wyse and Cecil Pierce  
**Absent:** Bruce Freeman, Ana Schlecht and Mike Piccone  
**Staff Present:** Development Services Director, Steve Powers; Senior Planners, Cac Kamak and Dennis Lefevre; Associate Planner, Ray Lindenberg and Arnie Peterschmidt, Project Engineer  
**Transportation consultants:** Kendra Breiland and Edward Koltonowski

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

**MINUTES: MRS. PETERSON MOVED, MS. WALKER-WYSE SECONDED, MOTION CARRIED TO APPROVE THE NOVEMBER 24, 2015 MINUTES AS PRESENTED.**

**PUBLIC COMMENT**

**Hal Hovey** asked for a review of the 2016 Comprehensive Plan amendments schedule and was concerned that there might not be enough time for the public to comment and get changes made to the proposed amendments before the State deadline. Mr. Powers stated that there will be a schedule available at the January 2016 Planning Commission meeting. Ms. Walker-Wyse asked that the schedule be posted on the City website.

**Kathy Harbour** spoke with concern about the possible extension of Bayshore Drive through Windjammer Park. She also wanted to know why a road needed to go through Windjammer Park.

Mr. Powers noted that the first agenda item (Transportation Plan Update) will help share the framework by which a decision about the future of Bayshore Drive will be made. Mr. Powers indicated that the Bayshore Drive extension has been in the Transportation Plan for some time and we are currently reviewing the Plan over the coming months.

**TRANSPORTATION PLAN UPDATE – Public Meeting**

Mr. Lefevre introduced the City's project engineer Arnie Peterschmidt and transportation consultants Kendra Breiland of Fehr & Peers and Edward Koltonowski of Gibson Traffic.

Ms. Breiland displayed a PowerPoint presentation (Attachment 1) which outlined the Growth Management Act requirements for transportation plan elements, draft goals, transportation planning approaches and Level of Service (LOS). Mr. Koltonowski presented the Level of Service portion of the presentation.

Planning Commission comments/questions:

*Was the Bayshore Drive extension discussed?*

Ms. Breiland: Yes

*How is Goal 4 "Financially and environmentally sustainable" defined and measured?*

Ms. Breiland explained that Low Impact Development (LID) standards are a measurement that can be used. As for financially sustainable, projects that don't cost a lot but have a large impact are projects that would be consistent with the goal.

*Who have the consultants heard from?*

Ms. Breiland: City staff including Fire and maintenance, school district and one-on-one interviews with 10 or 12 key stakeholders such as Island Transit, NAS Whidbey and Island County. There were public surveys and a public workshop on November 10<sup>th</sup>.

*How were the traffic counts conducted, when was the last survey and was there an increase from the previous traffic count?*

Mr. Koltonowski: Counts are conducted during the non-summer months during a two hour period between 4 and 6pm on one day (a Tuesday, Wednesday or Thursday). The last traffic count was five years ago the counts were consistent with the previous count.

*Was the left turn from Scenic Heights Street onto SR20 looked at?*

Mr. Koltonowski: Yes, the left and the right turn delays are averaged for unsignalized intersections and it came out to be a reasonable level of service. There were two left turns in one hour.

Ms. Breiland detailed the multimodal LOS which included transit, pedestrian and bicycle networks.

Planning Commission comments/questions:

*How are "frequent transit" users determined?*

Ms. Breiland: There are surveys that show who tend to use transit more. Often those are folks that can't drive, like children, people who have aged out of driving and low income folks.

*How does the transit fit into the transportation plan?*

Ms. Breiland: Thinking about transit service and how we are going to serve it is a required element but it is not a promise that we are going to have projects but it is a promise to look at some projects and see how they line up with the priorities stated in the goals.

There was a comment that the para-transit works well for a community our size and the goal of getting people out of their cars and onto a bus won't work for our community.

*Was there any input from disabled persons?*

Mr. Peterschmidt: There was direct input from several people that use motorized scooters and wheelchairs and staff is mindful of that population.

*What does a motorist give up on bicycle priority streets?*

Ms. Breiland: To the extent that we reallocate space, that is what the motorist might be giving up. We would have to evaluate whether there was an unacceptable delay in vehicle operations along the vehicle priority streets. These are the questions that we will have to work through.

There was a comment about Seattle's green lanes and that the painted lanes are slippery for motorcycles.

There was comment about larger expensive project and the hope that easy fixes would be considered. Ms. Breiland said that larger projects could be done in phases.

Ms. Breiland concluded with the next steps and upcoming meetings.

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Mr. Kamak passed out a copy of the new vision statement and displayed a PowerPoint presentation (Attachment 2) which gave the Planning Commission an overview of the Vision Survey data. Mr. Kamak asked if there were any changes the Planning Commission wished to make.

Planning Commissioners discussed possible changes and suggested the following changes:

Its multimodal street network emphasizes interconnectivity of roads, creative level of service delivery and accommodates ~~intelligent~~ transportation systems.

Safe pedestrian access and bicycle lanes are integrated into the transportation network facilitating easy access to ~~recreational and fitness opportunities~~ activities.

Planning Commissioners also pointed out that that the Vision statement says integrated. Survey says incorporated with regard to the above Vision statement.

Mr. Kamak stated he would modify the Vision statement for review at the next meeting.

**ADJOURN: 8:57 p.m.**

Minutes submitted by: Katherine Gifford

DRAFT

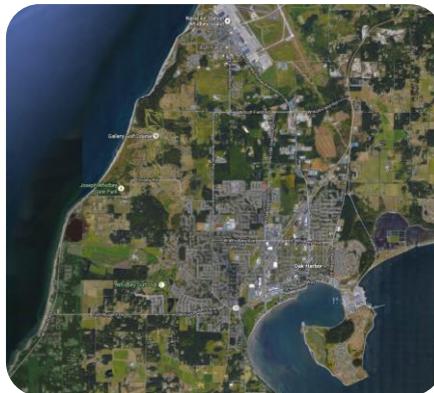
# City of Oak Harbor Transportation Element Update



FEHR & PEERS

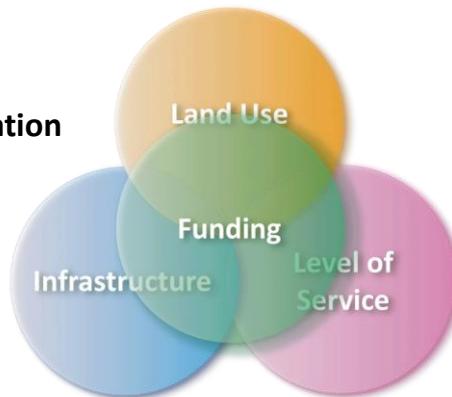
## Overview of Topics

- **GMA Requirements for Transportation Elements**
- **Draft Goals**
- **Transportation Planning Approaches & Level of Service**



## GMA Requirements for Transportation Element

- Travel forecasts align with land use assumptions
- Intergovernmental coordination
- **Defines level of service objectives for all modes**
- Projects align with level of service objectives
- Financially constrained



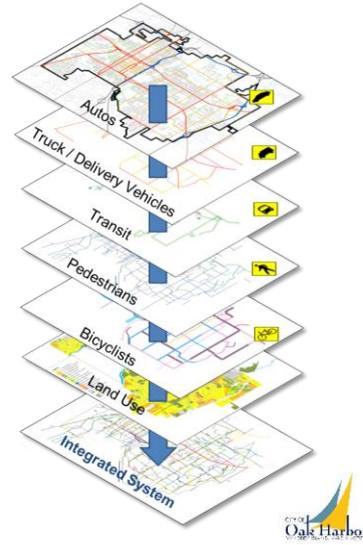
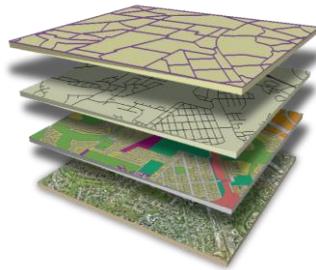
## Draft Project Goals

1. Safe for all users.
2. **Connected and efficient.**
3. **Multimodal offering user friendly transportation options.**
4. Financially and environmentally sustainable.
5. Complementary of the City's land use vision and other adopted plans.
6. Integrated with the regional transportation network to address a diverse range of transportation interests.



## Layered Networks

- **Balanced, layered multimodal networks that serve pedestrians, bicyclists, transit riders, motorists, and freight/goods movement.**



## How the Pieces Fit Together

### Transportation Plan

#### LAYERED NETWORK

- Identifies priority users on individual streets
- Based on existing travel patterns and input from City staff and community

#### LEVEL OF SERVICE

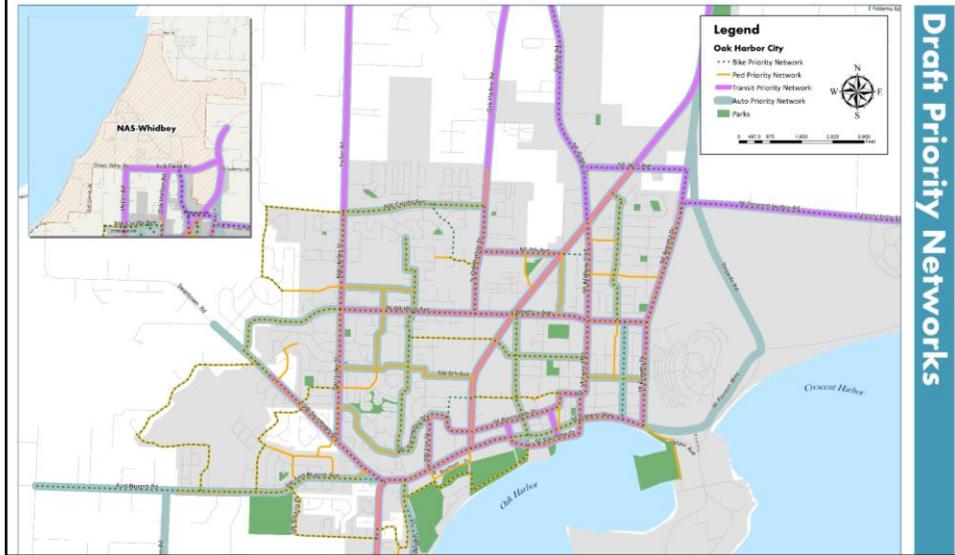
- Auto
- Transit
- Pedestrian
- Bicycle
- Freight

#### TRANSPORTATION PROJECT LIST

- 20 Year List
- 6 Year (Capital Improvement Program)
- Concurrency
- Impact Fee Program



# Oak Harbor's Layered Network

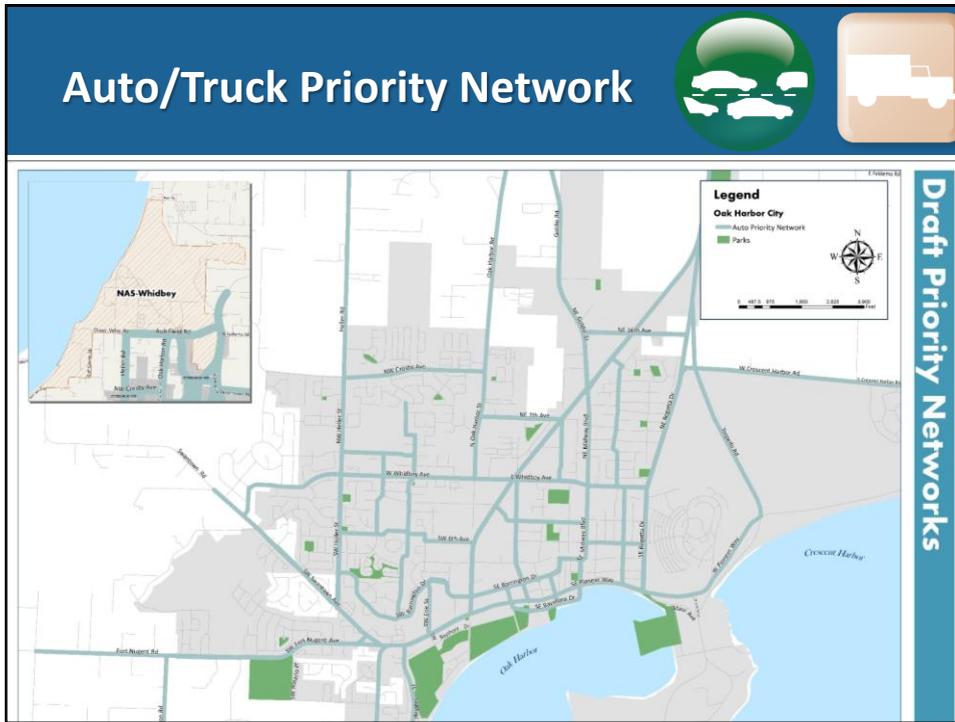


## Informs LOS Policies

<b>Automobile</b> Level of Service	<b>Transit</b> Quality of Service	<b>Bicycle</b> Quality of Service	<b>Pedestrian</b> Quality of Service
↑ +No delay at intersections.	↑ +More frequent service, stops, and amenities. +Attracts riders who choose transit over other modes.	↑ +Complete system for all types of users. +Good condition, few stops, and conflicts with autos	↑ +Complete system +Easier to cross +Improved Comfort
C/D +Drivers wait no more than 1 red light	C/D +Good bus service +Basic stops and amenities	C/D Cyclists of various skill levels are able to bike comfortably to key destinations	C/D An adequately complete network of decent sidewalks
↓ -Longer delays at intersections.	↓ -Limited or no service. -Fewer stops and amenities	↓ -More gaps in system -More stops and auto conflicts -Poor pavement	↓ -Gaps in system. -Poor pavement -Less inviting.

**Balance and prioritize design to meet street's purpose**



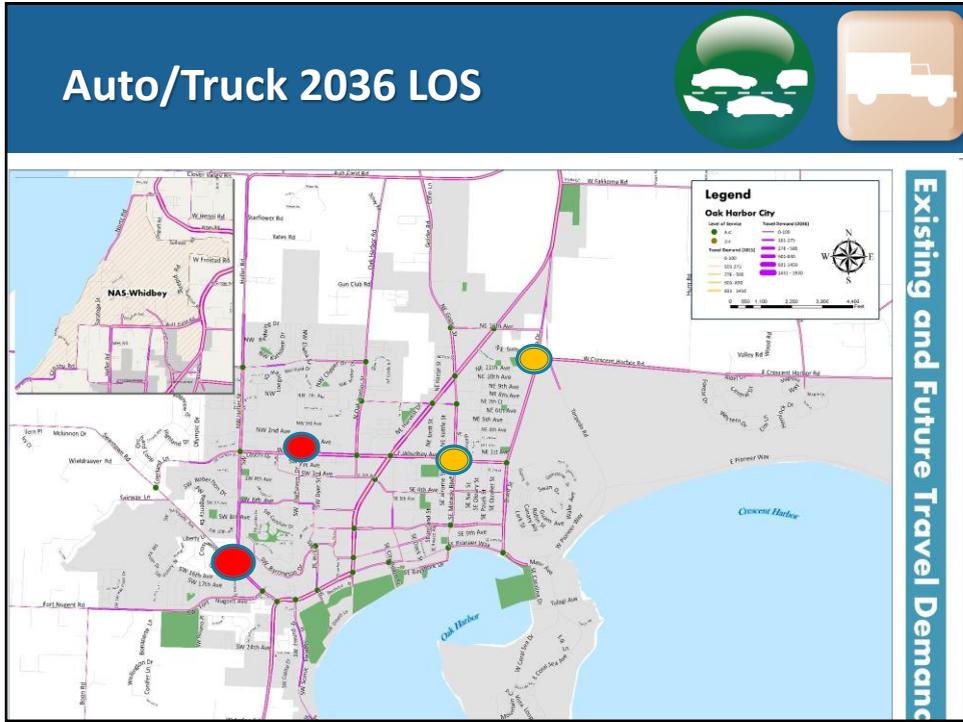


## Oak Harbor's Existing Level of Service Policy

- **LOS D or better-** for intersections on City streets within the City UGA
- **LOS E-** for intersections along SR 20 within the City's UGA

Table 1: Level of Service Criteria for Intersections

Level of <sup>1</sup> Service	Expected Delay	Intersection Control Delay (Seconds per Vehicle)	
		Unsignalized Intersections	Signalized Intersections
A	Little/No Delay	≤10	≤10
B	Short Delays	>10 and ≤15	>10 and ≤20
C	Average Delays	>15 and ≤25	>20 and ≤35
D	Long Delays	>25 and ≤35	>35 and ≤55
E	Very Long Delays	>35 and ≤50	>55 and ≤80
F	Extreme Delays <sup>2</sup>	>50	>80



## Auto/Truck 2036 LOS

**LEVEL OF SERVICE**  
Weekday PM Peak-Hour  
City of Oak Harbor

Intersection	EXISTING CONDITIONS			2036 FUTURE (No changes)			2036 FUTURE (With Potential)		
	Control	LOS	Delay	Control	LOS	Delay	Control	LOS	Delay
1. SR-20 @ Swantown Rd Change to Roundabout, two lanes ( $\nu_c = 0.397$ )	Signal	C	23.9 sec	Signal	C	26.6 sec			
2. Scenic Heights @ SR-20 Right-in, Right-out restriction on Scenic Heights	TWSC	C	20.7 sec	TWSC	C	24.8 sec	RAB	A	6.1 sec
3. SW Erie St @ SR-20 Change to Roundabout, two lanes ( $\nu_c = 0.481$ )	Signal	B	18.6 sec	Signal	C	20.9 sec			
4. SE Pioneer Way @ SR-20/Beekma Dr Change to Roundabout, two lanes ( $\nu_c = 0.461$ )	Signal	C	23.6 sec	Signal	C	24.3 sec	RAB	A	6.1 sec
5. SR-20 @ Barrington Dr Change to Roundabout, two lanes ( $\nu_c = 0.532$ )	Signal	B	19.9 sec	Signal	C	20.6 sec			
6. SR-20 @ SW/SE 8th Ave Change to Roundabout, two lanes ( $\nu_c = 0.391$ )	Signal	B	19.3 sec	Signal	C	22.1 sec	RAB	A	6.4 sec
7. SR-20 @ Cabot Dr/SW 3rd Ave Change to Roundabout, two lanes ( $\nu_c = 0.429$ )	Signal	B	16.5 sec	Signal	C	20.5 sec	RAB	A	6.5 sec

## Auto/Truck 2036 LOS




Intersection	EXISTING CONDITIONS			2036 FUTURE (No changes)			2036 FUTURE (With Potential)		
	Control	LOS	Delay	Control	LOS	Delay	Control	LOS	Delay
8. SR-20 @ E Whidbey Ave	Signal	C	22.0 sec	Signal	C	24.6 sec			
9. SR-20 @ NE 7th Ave	Signal	B	18.6 sec	Signal	B	19.5 sec			
10. W Ault Field Rd @ NE Goldie St/ Goldie Rd	Signal	B	17.5 sec	Signal	B	19.4 sec			
11. N Goldie Rd/ Midway Blvd @ SR-20	Signal	C	21.2 sec	Signal	C	21.2 sec			
12. SR-20 @ NE 16th Ave/ W Cemetery Rd	Signal	A	7.4 sec	Signal	A	8.4 sec			
13. Heller St/ Fireside Ln @ SW Swantown Ave	TWSC	D	28.3 sec	TWSC	F	101.7 sec			
All way stop controlled							AWSC	D	33.5 sec
Signalized intersection with left turns on Swantown. Split N/YSB on left							Signal	B	19.3 sec
Change to Roundabout, single lane (vc = 0.616)							RAB	A	8.8 sec
14. Heller St @ W Whidbey Ave/ SW Loerland Ln	Signal	B	17.9 sec	Signal	C	22.1 sec			
15. NW Heller St @ NW Crosby Ave	Signal	B	15.8 sec	Signal	B	17.7 sec			
16. NE Midway Blvd @ NE 7th Ave	TWSC	C	16.2 sec	TWSC	C	18.5 sec			
17. NE Midway Blvd @ E Whidbey Ave	Signal	D	48.9 sec	Signal	D	52.2 sec			
18. N Dak Harbor St @ NE 7th Ave	TWSC	C	18.4 sec	TWSC	C	21.9 sec			
19. NS Oak Harbor St @ W/E Whidbey Ave	Signal	C	20.4 sec	Signal	C	22.8 sec			
20. SE Regatta Dr @ SE Pioneer Way	TWSC	C	15.1 sec	TWSC	C	17.2 sec			
21. SE Regatta Dr @ E Whidbey Ave	TWSC	C	16.5 sec	TWSC	C	20.1 sec			

## Auto/Truck 2036 LOS




Intersection	EXISTING CONDITIONS			2036 FUTURE (No changes)			2036 FUTURE (With Potential)		
	Control	LOS	Delay	Control	LOS	Delay	Control	LOS	Delay
22. Auvil Rd/ NE Regatta Dr @ W Crescent Harbor Rd	TWSC	C	21.5 sec	TWSC	D	32.1 sec			
23. SW Fort Nugent Ave/ SW Kimball Dr @ Swantown Ave	Signal	C	21.0 sec	Signal	C	23.2 sec			
24. SE Pioneer Way @ SE City Beach St	Signal	B	12.5 sec	Signal	B	12.6 sec			
25. SE Midway Blvd @ SE Pioneer Way	Signal	C	24.2 sec	Signal	C	24.4 sec			
26. Loerland Ln @ Swantown Rd	TWSC	A	9.5 sec	TWSC	A	9.7 sec			
27. W Whidbey Ave @ SW/NW Fairhaven Dr	TWSC	D	25.5 sec	TWSC	E	40.0 sec			
Widen North & South Legs and realign for separate SB LT lane							TWSC	D	30.2 sec
Widen North Leg only for SB RT pocket							TWSC	E	35.7 sec
All way stop controlled							AWSC	C	20.8 sec
2 phase signal and EB & WB restricted for LT lane							Signal	A	8.9 sec
Change to Roundabout, single lane (vc = 0.416)							RAB	A	5.9 sec
28. Goldie Rd/ NE Goldie St @ NE 16th Ave	TWSC	B	10.3 sec	TWSC	B	14.1 sec			
29. N Dak Harbor St @ NW Crosby Ave	TWSC	C	18.4 sec	TWSC	C	24.5 sec			
30. SE Midway Blvd @ SE 8th Ave	Signal	B	10.3 sec	Signal	B	10.4 sec			
31. SW Barrington Dr @ SW Erie St	AWSC	B	10.3 sec	AWSC	B	11.1 sec			

## Auto LOS Standard: Maintain What's On the Books Today

- Overall, seems to serve as reasonable metric
- Only 2 intersections projected to fail standard by 2036:
  - Heller/Swantown
  - Whidbey/ Fairhaven
- Combined with high collision locations, these are the intersections that we will be identifying improvements for.



## Island County LOS Standards

- SR 20
  - LOS D, minimum average speed based on the percent of free-flow-speed (PFFFS) of 70% of posted speed limit
- Intersections
  - LOS C or better for traffic signals, roundabouts, and all-way stop controlled intersections
  - LOS D or better for worst traffic movement for unsignalized two-way stop controlled intersections

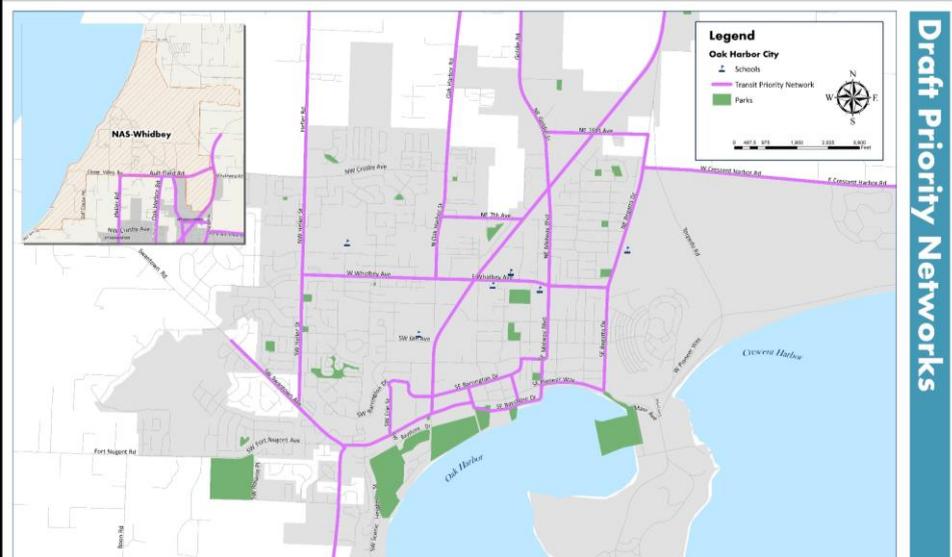


## What is Multimodal LOS?

- Is this a nice place to walk?
- Is this a nice place to bike?
- Is transit convenient?
- **Bottom Line** – Are there options besides the car?



## Transit Priority Network



## Transit Level of Service

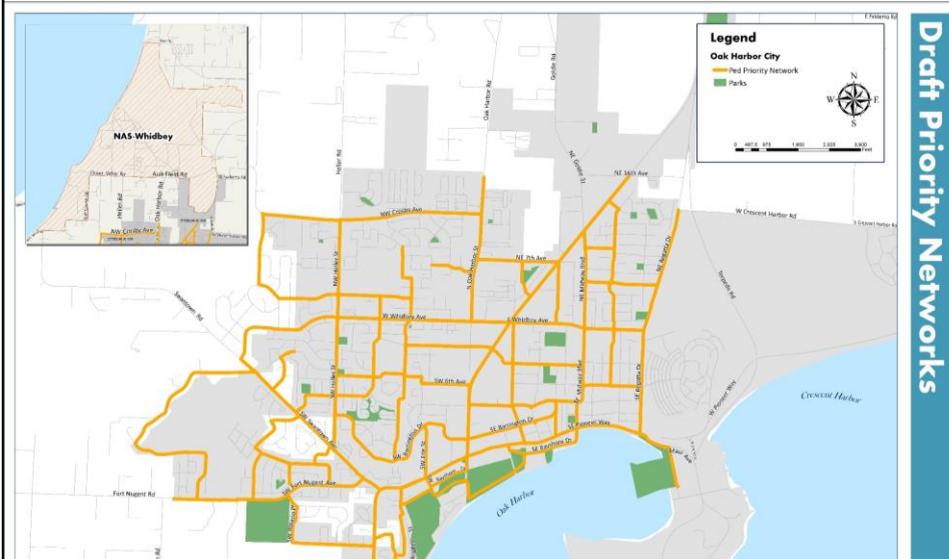


### Emphasis:

- Partner with Island County to support frequent transit service
- Transit stop amenities
- Minimal transit delay
- Good pedestrian access

LOS	Transit Stop Amenities	Pedestrian Access
	Provides high quality stop amenities (benches, shelters, garbage cans, lighting)	Sidewalks and marked crosswalks serving all stops
	Provides some transit stop amenities	Sidewalks and marked crosswalks serving some stops
	No amenities	General lack of sidewalks and marked crosswalks

## Pedestrian Priority Network



# Pedestrian Level of Service

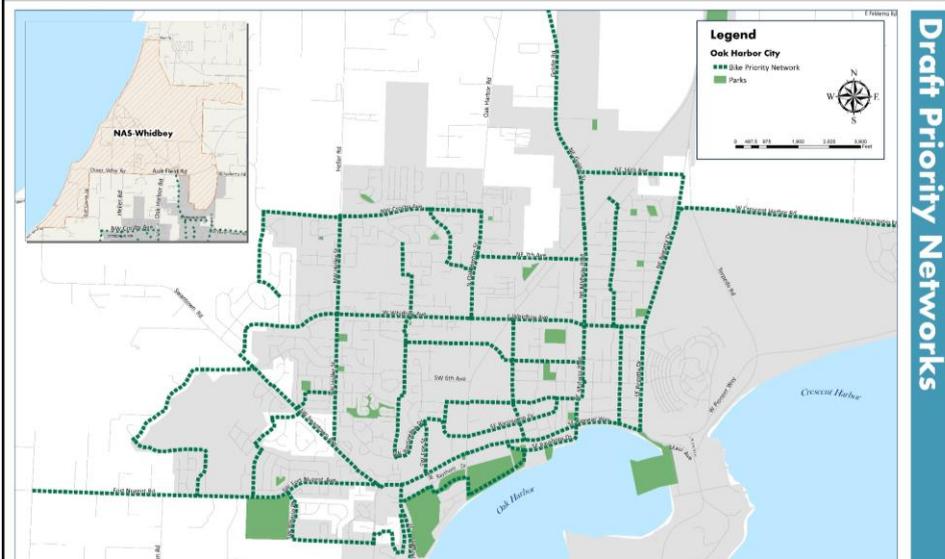


## Emphasis:

- Focus on providing pedestrian facilities in highest priority locations
- Recognize that pedestrian facilities are not “one size fits all” – may be a sidewalk, trail, pathway, or protected shoulder

LOS	Within Pedestrian Priority Network
	Pedestrian facility* where indicated in Pedestrian Priority Network, with a buffer
	Pedestrian facility* provided on one side of the street
	No pedestrian facility

# Bicycle Priority Network



## Bicycle Level of Service



**Emphasis:**

- Use of local & collector streets, and selected arterial corridors
- Adequate treatments at intersections
- Limited stop frequency
- Recognition of a range of facility types – from shared streets to bike lanes to trails

LOS	Within Bicycle Priority Network
	Provides minimum treatment* recommendation, as shown within Bicycle Priority Network
	Provides a lower-level facility* than recommended in the Bicycle Priority Network
	No Facility

## Next Steps

- Finalize LOS guidance
- Develop project evaluation & prioritization criteria based on City goals and LOS criteria
- Develop draft project lists
- Estimate cost of projects
- Feedback loop to refine project lists and/or LOS

LAYERED NETWORK

- Identifies priority users on individual streets
- Based on existing travel patterns and input from City staff and community

LEVEL OF SERVICE

- Auto
- Transit
- Pedestrian
- Bicycle
- Freight

TRANSPORTATION PROJECT LIST

- 20 Year List
- 6 Year (Capital Improvement Program)
- Concurrency
- Impact Fee Program



## Upcoming Meetings

Topic	Planning Commission	City Council
<i>Goals &amp; Policies</i>	<i>November 2015</i>	January 2016
<i>Level of Service Policy</i>	<i>December 2015</i>	
Project List	February 2016	May 2016
Draft Plan	April 2016	



## Questions?

Kendra Breiland

[k.breiland@fehrandpeers.com](mailto:k.breiland@fehrandpeers.com)

Edward Koltonowski

[edwardk@gibsontraffic.com](mailto:edwardk@gibsontraffic.com)

# COMPREHENSIVE PLAN VISION SURVEY

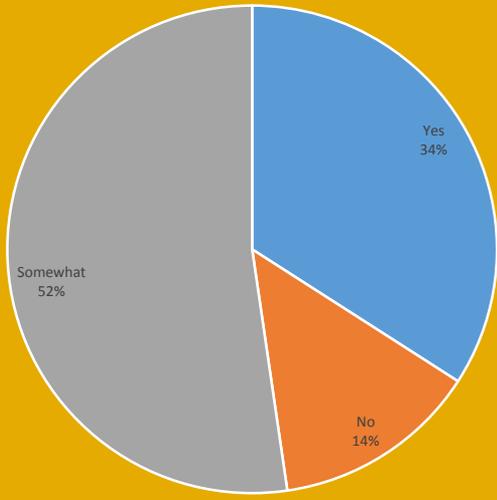


**CITY OF**  
**Oak Harbor**  
WHIDBEY ISLAND, WASHINGTON

Planning Commission

1/14/2016

1. Do you think that the new version of the Vision captures the spirit of the 1993 Vision Statement?

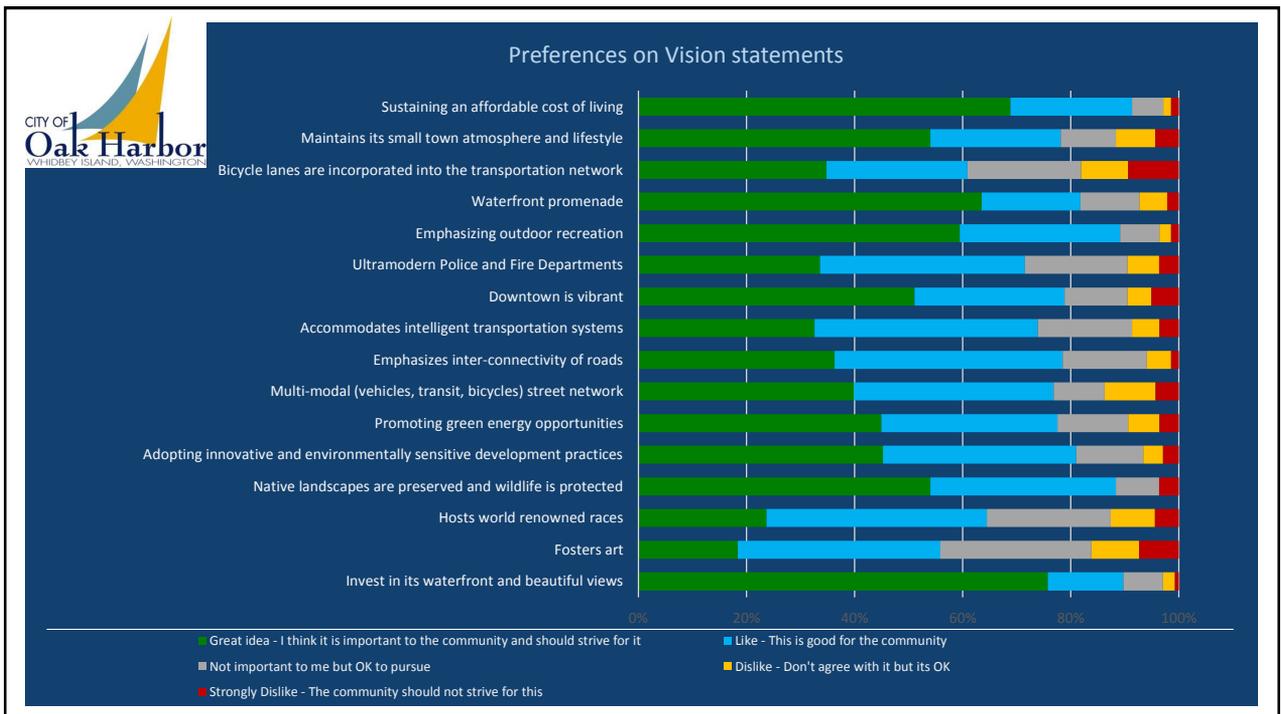
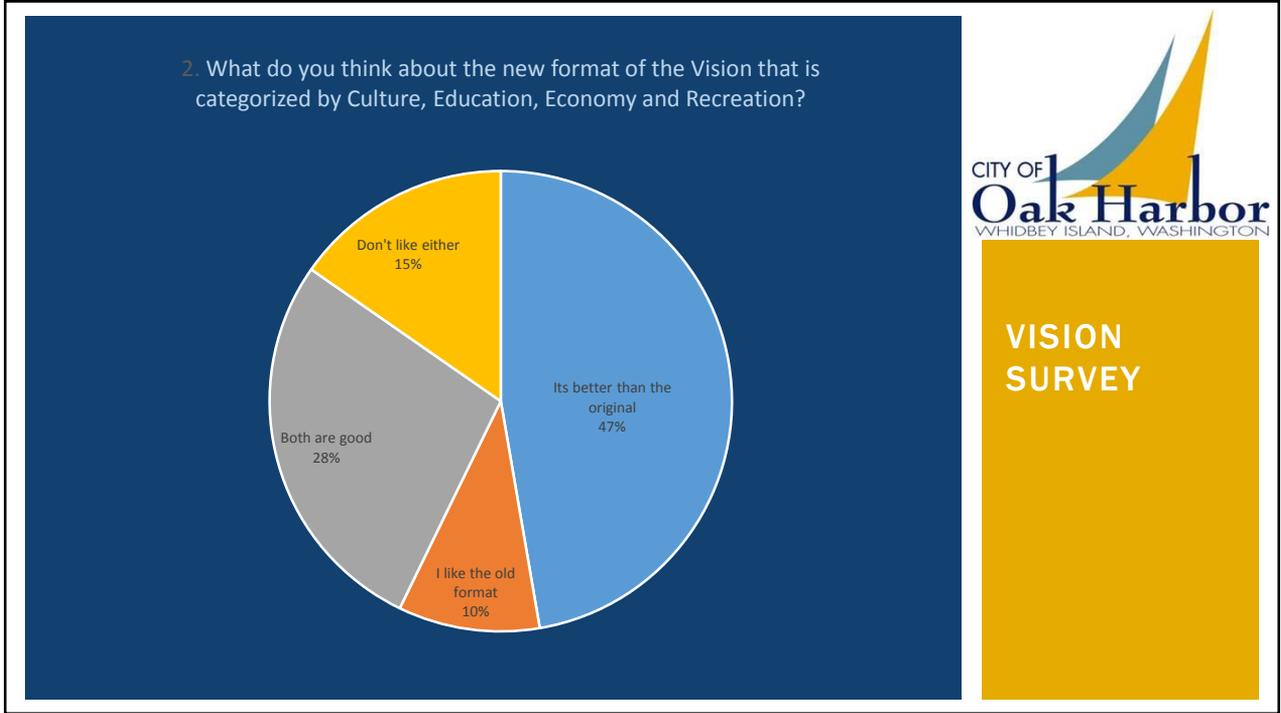


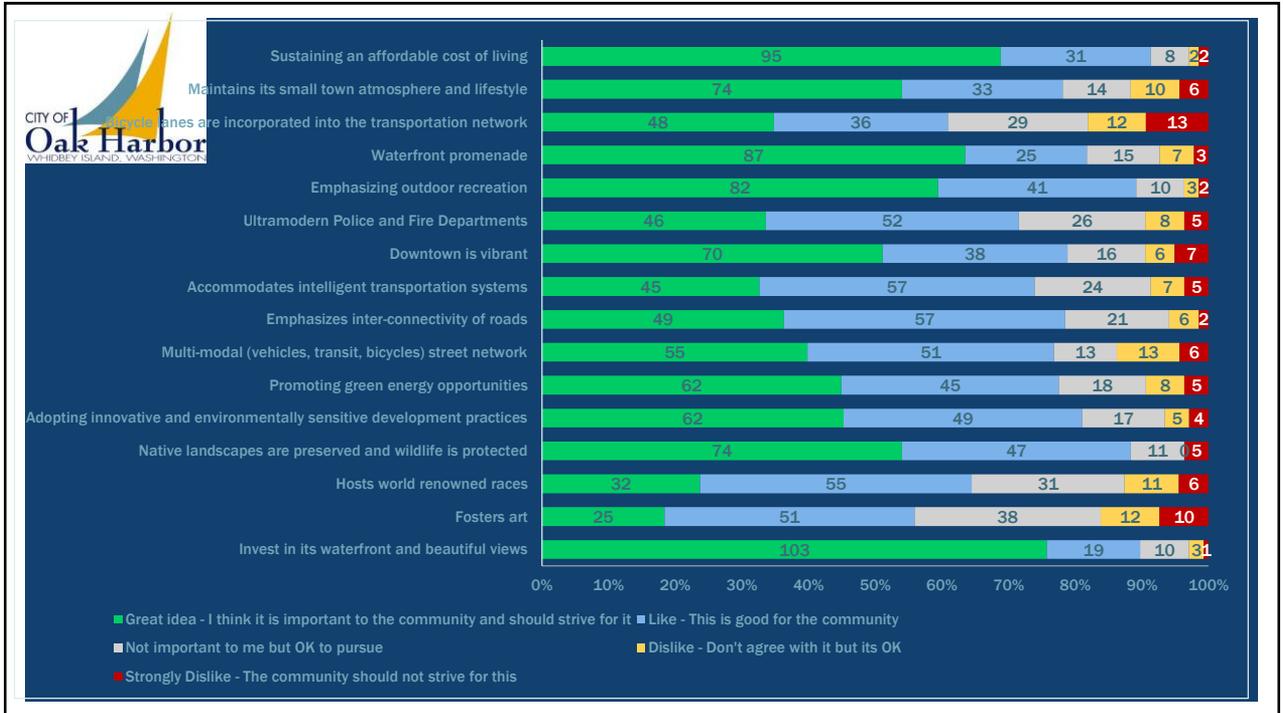
Response	Percentage
Somewhat	52%
Yes	34%
No	14%

## Vision Survey



**CITY OF**  
**Oak Harbor**  
WHIDBEY ISLAND, WASHINGTON





## OAK HARBOR 2036 VISION

- Economy:** Oak Harbor is a state of the art city with public transportation, great infrastructure and fast communication networks that allow local businesses to thrive and expand, while new diverse companies locate here, offering high paying, low impact jobs. Its multimodal street network emphasizes interconnectivity of roads and creative level of service delivery ~~and accommodates intelligent transportation systems.~~ Its downtown is vibrant with diverse businesses, quaint bars, outdoor cafes and street performers. Ultramodern Police and Fire departments along with local Hospitals provide safety, high quality health care, community services, and employment.



## OAK HARBOR 2036 VISION

***Recreation:*** Emphasizing outdoor recreation, it offers extensive exercise trails from its waterfront promenade to city parks, wildlife corridors, wetlands and state parks. It celebrates the unique ownership of a marina which serves local needs while inviting visitors, sporting events, seaplane transport and more. Safe pedestrian access and bicycle lanes are ~~integrated~~ into the transportation network facilitating easy access to recreational and fitness opportunities. Home of Naval Air Station Whidbey Island and its proud military heritage, Oak Harbor maintains its small town atmosphere and lifestyle by respecting its history and diverse cultures, and sustaining an affordable cost of living, making it a place where the children of yesterday come back to raise their families today.

**Integrated – designed – incorporated - delineated - ??**

Annual Report

to

City Council

Public Meeting

# Memo

To: Planning Commission  
From: Steve Powers, Director  
CC:  
Date: January 26, 2016  
Re: Planning Commission Annual Report to City Council

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Oak Harbor Municipal Code (OHMC) Chapter 18.04 establishes the Planning Commission and its responsibilities. A copy of that code chapter is attached to this memo for your reference.

OHMC Section 18.04.070 requires the Planning Commission to make an annual report to the City Council:

**18.04.070 Yearly report of transactions and recommendations.**

The planning commission, at or before its first regular meeting in February of each year, shall make a full report in writing to the city council of its transactions for the preceding year, with such general recommendations as to matters covered by prescribed duties and authority as may to it seem proper.

To assist the Planning Commission in meeting this code requirement, staff has taken the liberty of preparing a draft report. The draft lists the Commission's 2015 accomplishments and outlines the 2016 work plan. A section for recommendations to the City Council was created, but left blank. Staff will collect and compile any recommendations the Commission wishes to make at the January meeting and add them to the report.

The Commission may choose to forward the report to the City Council at the conclusion of this agenda item in January or could request staff bring it back for an additional review and comment at the February meeting. Once the draft is complete, staff will schedule the matter for an upcoming City Council meeting. We will be sure to inform the Planning Commission of the meeting date once it has been established. Your attendance and participation at that meeting would be greatly appreciated by staff and the City Council.

**Recommended Action**

- Forward the 2015 Annual Report to City Council for their information; or
- Schedule the report for additional review and comment at the February 26, 2016 meeting



Photo  
Courtesy of Cac Kamak

**Planning Commission's  
Annual Report to the City Council  
2015**

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## 2015 Planning Commission Members

Greg Wasinger, Chair  
Bruce Freeman, Vice Chair  
Ana Maria Schlecht  
Sandi Peterson  
Mike Piccone  
Cecil Pierce  
Jes Walker-Wyse

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# **Planning Commission's Annual Report to the City Council**

**2015**

## **Section 1: Accomplishments**

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## Summary of 2015 Accomplishments

- Comprehensive Plan Amendments
  - Sponsored Amendment
    1. Land use change for 3 lots on SW 3<sup>rd</sup> Avenue Low Density Residential to Medium Density Residential
  - Mandated Items
    1. 2016-2021 Capital Improvements Plan
    2. 2016 Comprehensive Plan Update – completed review of revised Countywide Planning Policies as part of the 2016 update
    3. 2016 Comprehensive Plan Update – preliminary review of Vision Statement and Transportation Element
    4. Adoption of Official Zoning Map
- Rezone – of 1000 SE City Beach Street from R4, High Density Residential to PF, Public Facilities. The rezone is an implementation of the 2014 Comprehensive Plan Land Use amendment that changed the property's designation from High Density Residential to Public Facilities.
- Six-Year Transportation Improvement Program
- Code Amendments
  - Homeless Encampments – reviewed draft and forwarded a recommendation to City Council to approve regulations relating to how and where an organized, sponsored homeless encampment may be established.
  - Site Plan Code Amendment – reviewed draft and forwarded a recommendation to the City Council to approve an amendment to allow permits to be issued in a different sequence so as to facilitate the General Contractor Construction Management (GC/CM) construction process.
  - Zoning Code Amendment – reviewed draft and forwarded a recommendation to the City Council to approve a housekeeping ordinance to address topics of reasonable accommodation, definition of family and home daycare.
  - Medical Marijuana Code - considered extending the moratorium presently in place prohibiting the establishment of medical marijuana collective gardens and medical marijuana dispensaries in Oak Harbor and forwarded a recommendation to the City Council to extend the moratorium for one year.
  - Maritime Zoning Regulations – reviewed draft regulations and forwarded a recommendation to the City Council to approve the maritime zoning regulations for the Maritime District.
  - Wireless Facilities Modification Code – reviewed draft code amendment and forwarded a recommendation to City Council to approve amendments to Title 19 Oak Harbor Municipal Code implementing the new FCC requirements for wireless facility modifications.
- Training
  - Open Public Meetings Act

- A Short Course on Local Planning
- Annual Report to City Council
  - 2016 Planning Commission work program
  - Planning Commission accomplishments in 2015

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**Planning Commission's Annual Report to the City Council  
2015**

**Section 2: 2016 Proposed Work Program**

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## Proposed 2016 Work Program Schedule

Work Program Items	2016											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016 Comprehensive Plan Amendment Docket												
2016 Comprehensive Plan Amendments												
2016 TIP Updates												
Capital Facilities Plan/Capital Improvement Plan Update												
2016 Comprehensive Plan Amendments <ul style="list-style-type: none"> <li>• Land capacity analysis</li> <li>• Land Use Element</li> <li>• Housing Element</li> <li>• Transportation Element</li> <li>• Miscellaneous amendments</li> </ul>												
Low Impact Development Code Amendments												
Rezone 3 lots on SW 3 <sup>rd</sup> Avenue												
Medical Marijuana Regulations												

Note: The above schedule is approximate and subject to change as necessary.

## Description of 2016 Proposed Work Program Items

### 2016 Comprehensive Plan Amendment Docket

Review of any items on the Comprehensive Docket and consideration whether to propose any item as a potential amendment to the Comprehensive Plan.

### 2016 Comprehensive Plan Amendments

- 2016 Updates to the Comprehensive Plan - *Mandated*
  - Land Use Element
    - Population and Projections
    - Land Use inventory
    - Population densities and Building intensities
    - Updates to Critical Areas
  - Housing Element
    - Inventory and analysis on existing housing
    - Projected housing needs based on projections
    - Sufficient land for housing
    - Policies regarding manufactured home
  - Transportation Element
    - Update the Transportation Plan
- Capital Improvements Plan update - *Mandated*
- Facility Plan for the wastewater treatment plant – *Mandated*

### 2016 TIP Updates

Updates to the 6-year Transportation Improvement Program and the Capital Improvement Plan for adoption into the Comprehensive Plan

### Low Impact Development Code Amendments

NPDES permit necessitates code amendments to integrate Low Impact Development strategies and BMP's as a required form of stormwater runoff methodology.

**Description of 2016 Proposed Work Program Items**  
*Continued*

**Rezoning of 3 lots on SW 3<sup>rd</sup> Avenue**

The Planning Commission will rezone 3 lots on SW 3<sup>rd</sup> Avenue to implemented land use change approved as part of the 2015 Comprehensive Plan.

**Medical Marijuana Regulations**

The Planning Commission will reviewed draft code to establish appropriate zoning and standards for medical marijuana and provided recommendations to City Council

**Continue work on 2016 Comprehensive Plan Amendments**

The Planning Commission will consider information related to and make recommendations on the land capacity of the Oak Harbor Urban Growth Area.

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**Planning Commission's Annual Report to the City Council  
2015**

**Section 3: Planning Commission  
General Recommendations to City Council**

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## Planning Commission General Recommendations to City Council

- 1.
- 2.

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**Planning Commission's Annual Report to the City Council**

**2015**

**Appendix: Planning Commission  
2015 Action Details**

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**DETAIL  
2015  
Planning Commission  
Actions**

**JANUARY**

**January 27, 2015**

**2015 COMPREHENSIVE PLAN AMENDMENT – Public Hearing**

The Planning Commission conducted a public hearing on the preliminary docket for the annual comprehensive plan amendments. The items that are currently on the preliminary docket are the continued work on the mandated 2016 Major Update to the Comprehensive Plan, Capital Improvements Plan, and Facility Plan for the wastewater treatment plant. A sponsored amendment for a land use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue (R132034884830, R132034884940, and R132034885060) is also tracking on the preliminary docket.

**ACTION: MS. PETERSON MOVED, MR. PIERCE SECONDED MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE PROPOSED DOCKET FOR THE 2015 COMPREHENSIVE PLAN AMENDMENTS.**

**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 continued the discussion with the Planning Commission on the current status of this project. **No Action**

**ANNUAL REPORT TO CITY COUNCIL – Public Meeting**

The Planning Commission discussed and reviewed their annual report to the City Council. The annual report is a summary of Planning Commission's accomplishments in 2015 and proposed work program for 2015.

**FEBRUARY**

**February 24, 2015**

**REZONE 1000 SE CITY BEACH STREET – R4, HIGH DENSITY RESIDENTIAL TO PF, PUBLIC FACILITIES – Public Hearing**

The Planning Commission conducted a public hearing on the rezoning of 1000 SE City Beach Street from R4, High Density Residential to PF, Public Facilities. The rezoning is an implementation of the Comprehensive Plan Land Use amendment that changes the property's designation from High Density Residential to Public Facilities. The property is currently owned by the City. The intent of the change is to designate the property to allow use of the site as a private burial ground/cemetery for the Swinomish Indian Tribal Community.

**ACTION: MR. FREEMAN MOVED, MR. PIERCE SECONDED MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE REZONING OF THE PROPERTY LOCATED AT 1000 SE CITY BEACH STREET FROM R4, MULTIFAMILY RESIDENTIAL TO PF, PUBLIC FACILITIES.**

**DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting**

Staff briefed the Planning Commission on the policies related to population projection and land capacity analysis. **No Action**

**ANNUAL REPORT TO CITY COUNCIL – Public Meeting**

The Planning Commission discussed and reviewed their annual report to the City Council. At the conclusion of the meeting the Planning Commission forwarded the report to the City Council.

**HOMELESS ENCAMPMENT CODE AMENDMENT – Public Meeting**

The Municipal Code does not contain any regulations relating to how or where an organized, sponsored homeless encampment may be established. Staff briefed the Commission on the need to establish such regulations and presented an initial draft ordinance. **No Action**

**MARCH**

**March 24, 2015**

**DRAFT COUNTYWIDE PLANNING POLICIES – Public Hearing**

Planning Commission conducted a public hearing on the Countywide Planning Policies (CWPP). 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.

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

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

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff provided an update on the progress of the 2016 Comprehensive Plan Update. The major scope of the 2016 Comprehensive Plan Update includes updates to the Land Use Element, Housing Element and the Transportation Element. Staff will also provide information on the tentative schedule. **No Action**

**HOMELESS ENCAMPMENT CODE AMENDMENT – Public Meeting**

The Municipal Code does not contain any regulations relating to how or where an organized, sponsored homeless encampment may be established. Staff presented additional information regarding the draft code and will respond to Planning Commission questions raised at the February meeting. **No Action**

**APRIL**

**April 28, 2015**

**DRAFT COUNTYWIDE PLANNING POLICIES – Public Hearing**

The public hearing on the draft Countywide Planning Policies was continued from the March 24, 2015 meeting. After accepting additional public testimony at this meeting the Planning Commission closed the hearing made the following motions.

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

**MOTION: MR. PIERCE MOVED, MR. PICCONE SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE DRAFT COUNTYWIDE PLANNING POLICIES AS AMENDED.**

**ADOPTION OF OFFICIAL ZONING MAP – Public Hearing**

The Planning Commission held a public hearing on adoption of the Official Zoning Map for the City of Oak Harbor. The Planning Commission recommended that the City Council approve the Official Zoning Map as presented.

**MOTION: MR. PICCONE MOVED, MR. PIERCE SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE OFFICIAL ZONING MAP AS PRESENTED.**

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff provided an update on the progress of the 2016 Comprehensive Plan Update. The major scope of the 2016 Comprehensive Plan Update includes updates to the Land Use Element, Housing Element and the Transportation Element. **No Action**

**MAY**

**MAY 26, 2015**

**SITE PLAN CODE AMENDMENT – Public Hearing**

A portion of Oak Harbor Municipal Code Chapter 19.48, Site Plan Review Procedures, establishes the sequence of issuance for certain development permits. Staff proposed an amendment to this section that allows the permits to be issued in a different sequence. The proposed amendment will not eliminate the need for any permits. The Planning Commission conducted a public hearing on the proposed code and forwarded a recommendation to the City Council.

**MOTION: MR. PIERCE MOVED, MR. PICCONE SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE ORDINANCE 1720**

**HOMELESS ENCAMPMENT CODE AMENDMENT – Public Meeting**

The Planning Commission will reviewed additional information pertaining to the draft homeless encampment regulations. **No Action**

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff will provided an update on the progress of the 2016 Comprehensive Plan Update. The major scope of the 2016 Comprehensive Plan Update includes updates to the Land Use Element, Housing Element and the Transportation Element. **No Action**

**JUNE**

**June 23, 2015**

**HOMELESS ENCAMPMENT CODE AMENDMENT – Public Hearing**

The Municipal Code does not contain any regulations relating to how or where an organized, sponsored homeless encampment may be established. The Planning Commission discussed and reviewed the draft homeless encampment regulations. Planning Commission made a recommendation to the City Council.

**MOTION: MR. PIERCE MOVED, MR. FREEMAN SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE ORDINACE 1712 AS WRITTEN.**

**ZONING CODE AMENDMENT – Public Hearing**

Minor amendments to the Zoning Code are necessary for the topics of reasonable accommodation, definition of family and home daycare. Staff presented a housekeeping ordinance to address these topics. The Planning Commission conducted a public hearing and forwarded a recommendation to the City Council.

**ACTION: MS. WALKER-WYSE MOVED, MS. SCHLECHT SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE ORDINACE 1739 AS WRITTEN.**

**MEDICAL MARIJUANA CODE – Public Meeting**

A moratorium is presently in place prohibiting the establishment of medical marijuana collective gardens and marijuana dispensaries in Oak Harbor. Recently adopted State law replaces the use categories with a different regulatory scheme. Staff presented preliminary research to the Planning Commission that will begin the process of determining what permanent regulations should govern these uses. **No Action**

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff provided an update on the major scope of the 2016 Comprehensive Plan Update including updates to the Land Use Element, Housing Element and the Transportation Element. **No Action**

**JULY**

**July 28, 2015**

**SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) – Public Hearing**

The Planning Commission conducted a public hearing to consider the updates to the Six-Year Transportation Improvement Program for the years 2016-2021. The Planning Commission forwarded a recommendation to the City Council.

**ACTION: MS. WALKER-WYSE MOVED, MR. PIERCE SECONDED A MOTION TO RECOMMEND THAT THE CITY COUNCIL ADOPT THE 2016-2021 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM AS PRESENTED. MOTION CARRIED BY A VOTE OF 4 IN FAVOR AND 1 OPPOSED.**

**MEDICAL MARIJUANA CODE – Public Hearing**

The Planning Commission conducted a public hearing to consider extending the moratorium presently in place prohibiting the establishment of medical marijuana collective gardens and medical marijuana dispensaries in Oak Harbor. The Planning Commission forwarded a recommendation to the City Council.

**ACTION: MR. FREEMAN MOVED, MS. WALKER-WYSE SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL EXTEND THE EXISTING MEDICAL MARIJUANA MORATORIUM ORDINANCE NO. 1692 AN ADDITIONAL ONE YEAR UNTIL SEPTEMBER 1, 2016.**

**COMPREHENSIVE PLAN LAND USE AMENDMENT – Public Hearing**

The Planning Commission conducted a public hearing on a request to change the land use designation for properties located on the south side of SW 3<sup>rd</sup> Avenue and north of the Oak Harbor Middle School (185 SW 3rd Avenue - Parcels R13203-488-4830, R13203-348-4940 and R13203-488-5060) from Low Density Residential to Medium Density Residential. The Planning Commission forwarded a recommendation to the City Council.

**ACTION: MS. PETERSON MOVED, MR. PIERCE SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL AMMEND THE FUTURE LAND USE MAP DESIGNATION OF THE SUBJECT PROPERTIES FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL.**

**TELECOMMUNICATION INFRASTRUCTURE – Public Meeting**

The Federal Communications Commission (FCC) approved revised requirements for local review and approval for collocation, removal, and replacement of wireless facilities. Staff will presented the requirements and how they will impact existing regulations included in Title 19 of the Oak Harbor Municipal Code. **No Action**

**2016 COMPREHENSIVE PLAN UPDATE – Workshop**

Staff provided an update on the progress of the 2016 Comprehensive Plan Update. The major scope of the 2016 Comprehensive Plan Update includes updates to the Land Use Element, Housing Element and the Transportation Element. The Planning Commission also discussed and explored possible changes to the Future Land Use Map. **No Action**

**AUGUST**

**August 25, 2015**

**COMPREHENSIVE PLAN TRANSPORTATION ELEMENT – Public Meeting**

The Planning Commission received introductory information regarding the approach and anticipated steps involved in updating the Transportation Element of the Comprehensive Plan. **No Action**

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff provided an update on the progress of the 2016 Comprehensive Plan update. The major scope of the 2016 Comprehensive Plan update includes updates to the Land Use Element, Housing Element and the Transportation Element. **No Action**

**SEPTEMBER**

**September 22, 2015**

**MARITIME ZONING ORDINANCE – Public Hearing**

The Planning Commission will conduct a public hearing to consider an ordinance implementing zoning regulations for the Maritime Zoning District. The Planning Commission will forward a recommendation to the City Council at the conclusion of the hearing.

**ACTION: MR. FREEMAN MOVED, MS PETERSON SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE MAITIME ZONING REGULATIONS AS PRESENTED.**

**WIRELESS FACILITIES MODIFICATION – Public Hearing**

The Federal Communications Commission (FCC) approved revised requirements for local review and approval for collocation, removal, and replacement of wireless facilities. Staff will present draft code amendments to Title 19 Oak Harbor Municipal Code implementing the new FCC requirements. The Planning Commission will forward a recommendation to the City Council at the conclusion of the meeting.

**ACTION: MS. PETERSON MOVED, MR. FREEMAN SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL APPROVE ORDINANCE 1744 AS PRESENTED.**

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff will provide an update on the progress of the 2016 Comprehensive Plan update. The major scope of the 2016 Comprehensive Plan update includes updates to the Land Use Element, Housing Element and the Transportation Element. **No Action**

**OCTOBER**

**October 27, 2015**

**2015 COMPREHENSIVE PLAN AMENDMENT:**

- **2016 – 2021 CAPITAL IMPROVEMENT PLAN – Public Hearing**
- **2015 COMPREHENSIVE PLAN AMENDMENTS: RECOMMENDATION TO CITY COUNCIL**  
The Planning Commission conducted a public hearing on the 2016-2021 Capital Improvement Plan and forwarded a recommendation to the City Council to approve the 2016 -2021 CIP on all of the 2015 amendments which included the Capital Improvements Plan and a sponsored amendment for a land use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue.

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff provided an update on the progress of the 2016 Comprehensive Plan update.

**NOVEMBER**

**November 24, 2015**

**COMPREHENSIVE PLAN TRANSPORTATION ELEMENT – Public Meeting**

The Planning Commission reviewed the draft goals and policies being prepared for the update to the Transportation Element of the Comprehensive Plan. The City's transportation consultants, Fehr & Peers, were in attendance.

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff briefed the Commission on the progress of the 2016 Comprehensive Plan update and reviewed the Vision Statement data collected to-date.

**DECEMBER**

**December 8, 2015**

**TRANSPORTATION PLAN UPDATE – Public Meeting**

Staff and the consultant team brief the Commission on the status of the Transportation Plan and discussed levels-of-service standards.

**2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**

Staff briefed the Commission on the progress of the 2016 Comprehensive Plan update.

2016  
Comprehensive Plan  
Update

Public Meeting

**City of Oak Harbor  
Planning Commission Memo**

Date: January 26, 2016  
Subject: 2016 Comprehensive Plan  
Major Update – Land Use  
Element

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

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**Land Use Element - discussion**

On January 19, 2016, a workshop was held to share information with the Planning Commission on draft concepts proposed for the Land Use Element. The information provided at the workshop is included with this memo. Staff would like to receive comments and feedback from the Commission on the information provided along with any public comments that may be presented.

**Background**

The Comprehensive Plan for Oak Harbor, first adopted in 1995 with GMA, contains several elements within the Plan<sup>1</sup>. Some of these elements are required by the GMA and some are community choices. The Land Use Element is one of the required elements and is therefore being revised with this major update.

Since the original adoption, minor updates have been done to the Land Use Element. This update proposed to overhaul the Land Use Element, its structure, and introduce some new (to Oak Harbor) approaches to land use planning.

What is new with this update?

- Generalized Land Use Goals and Policies – The current Land Use Element has 20 goals and many policies under each goal making it rather lengthy. Some of the reasons for its length is it include goals and policies, such as indoor/outdoor facilities for youth and commercial and flight operation, that are not directly land use related and belongs in the Parks or the Economic Development sections. Due to the way the goal are structured, there are also policies that are redundant.

With the proposed update, the intent is to create goals and policies that are more general and succinct, yet captures the intent of the existing goals and policies. Therefore, the proposed draft suggests five broad goals that are easy to understand and remember. The policies under them were also crafted to be general, yet capture the content and intent of the current element.

- Generalized Land Use Map – Currently, the land use map has seventeen land use categories that are implemented by as many zoning districts. This one-to-one ratio

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<sup>1</sup> Elements of the Comprehensive Plan include Land Use, Urban Design, Parks, Recreation and Open Space, Housing, Utilities, Transportation, Economic Development, Urban Growth Area, Environment, Capital Facilities, Government Services and Community Coordination.

required any zoning change to first be preceded by a land use change. Since land use changes are amendments to the comprehensive plan, and GMA limits such amendments to once a year, land use changes are grouped with other comprehensive plan amendments and follow a year-long review process.

This update proposes a generalized land use map that has only seven land use categories. Each land use category is implemented by several zoning districts. For example, the proposed Low Density Residential Land Use category will be implemented by R1, Single Family, R2, Limited Multi-Family, and R3, Multi-Family zoning districts. This allows zoning changes from R2, Limited Multi-Family to R3, Multi-Family without having to amend the land use map in the comprehensive plan, therefore making the process less time consuming. The zoning change will still go through a public hearing process, but it can be done at any time of the year and will not be dependent on the once-a-year amendment process currently required. The proposed generalized land use map also allows the city to manage its land use inventory and track needs more efficiently.

- Neighborhoods – Although this is not entirely new, since there is a neighborhood section in the current Land Use element, the proposed neighborhood districts are vastly different from the current version. The proposed section creates thirteen districts within the city based on architectural styles, era constructed, street patterns, and use characteristics. The proposed neighborhoods, will actually help in fulfilling some of the original goals in the Land Use element such as retaining neighborhood character, promoting infill development, maintain “small-town” character, and promoting Oak Harbor as a regional commercial center. While the current language tried to accomplish the intent through goals and policies, the proposed neighborhood districts proposes to accomplish it at the neighborhood level in a way that is more effective to manage change and yet retain neighborhood character.
- Challenges and Opportunities – The proposed draft includes this section to capture some of the unique challenges and opportunities that Oak Harbor has, in a way that goals and policies may not be able to address. The current language in the plan attempted to capture these in the goals and polices section, which over time can be limiting as circumstances change around certain issues. The proposed draft creates a separate section to capture these challenges, and in instances provide a general direction to deal with them. The intent is to identify the challenge but leave the solutions open to be based on current circumstances and opportunity.

The proposed draft will include sections on Existing Conditions, Land Use Distribution and inventories, which are essential to any Land Use Plan. A proposed outline is attached. Material provided at the workshop have also been attached to this memo. The attachments include existing language from the current plan and the proposed drafts, so that they can be compared.

### **Planning Commission**

The Commission is requested to review the material provided at the workshop (attached) and discuss comments and thoughts at the meeting. No formal action is required. As with any agenda item, the Planning Commission is encouraged to take public input at the meeting.

## Proposed Outline for the 2016 Land Use Element

**Introduction** – Describes the role of the Land Use Element in the Comprehensive Plan

**Existing Conditions** – This section will describe the existing conditions in Oak Harbor and how they have evolved. It will cover:

- Historical influences – Maylor Dock, Deception Pass Bridge, SR 20 and NAS Whidbey
- NAS Whidbey – The role that the Seaplane Base and Ault Field play in the land use patterns
- Residential Development – Growth patterns over the years
- Commercial Development – Downtown and the highway corridor and their evolution
- Industrial Development – The location of the industrial district based on Ault Field operations and noise levels.
- Shoreline – The influence of the shoreline on land uses

**Land Use Distribution** – This section will describe the proposed seven land use categories and their characteristics along with some statistics. It will also establish the zoning districts that implement the land use districts. This section will also include the Generalized Land Use Map for the city. The seven land use categories are:

- Low Intensity Residential
- High Intensity Residential/Low intensity Commercial
- High Intensity Commercial
- Central Business District
- Industrial/Business
- Public Facilities
- Open Space

**Land Use Inventory** – This section will account the acres and lots in each of the land use category to track inventory that can help determine future needs.

**Twenty Year Land Use Needs** – This section captures the 20-yr population increase, the housing needs to accommodate the growth and the potential job increases.

**Land Use Goals and Policies** – The section will cover the five goals and their respective policies.

**Challenges and Opportunities** – This section will capture the challenges that Oak Harbor will likely face over the next twenty years as well as some of the opportunities that exist.

**Neighborhoods** – This section, along with maps, will describe the thirteen neighborhoods that are proposed to be created. Each neighborhood will have a challenges, opportunities and strategy section that will capture issues that are unique to the neighborhood.

**Other Land Use measures** – This section will capture some of GMA's land use requirements for a Comprehensive Plan such as Essential Public Facilities along with a process to review them, and Property Rights and intent to protect them.

## OAK HARBOR 2013 -A Vision for the Future

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 Maylor'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 Maylor'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.

## Oak Harbor - 2036

DRAFT

### A Vision for the future

*Oak Harbor is Whidbey Island's premier waterfront community that takes pride in a diverse culture rooted in history, boasts a state of the art education system, robust economy, and recreational opportunities for the whole family.*

**Culture:** The unique Garry Oak trees grace the skyline in a city that invests in its waterfront and beautiful views. A town rich in diverse culture, it fosters art, hosts world renowned races, annual concerts, exciting parades, and family friendly festivals. It promotes a diverse housing stock, and clean and safe neighborhoods through community watch and policing. It values the connection between the urban environment and natural areas. Here, the native landscapes are preserved and wild life is protected. Adopting innovative and environmentally sensitive development practices, Oak Harbor maintains its ecosystems while promoting green energy opportunities and growth.

**Education:** It's a place where education will remain at the forefront of our agenda. It values a school system that centers on cutting edge educational, art and sporting programs, and a community college constantly expanding and tailoring its programs to fit the community's needs.

**Economy:** Oak Harbor is a state of the art city with public transportation, great infrastructure and fast communication networks that allow local businesses to thrive and expand, while new diverse companies locate here, offering high paying, low impact jobs. Its multimodal street network emphasizes interconnectivity of roads and creative levels of service delivery. Its downtown is vibrant with diverse businesses, quaint bars, outdoor cafes and street performers. Ultramodern Police and Fire departments along with local Hospitals provide safety, high quality health care, community services, and employment.

**Recreation:** Emphasizing outdoor recreation, it offers extensive exercise trails from its waterfront promenade to city parks, wildlife corridors, wetlands and state parks. It celebrates the unique ownership of a marina which serves local needs while inviting visitors, sporting events, seaplane transport and more. Safe pedestrian access and bicycle lanes are integrated into the transportation network facilitating easy access to outdoor recreation.

Home of Naval Air Station Whidbey Island and its proud military heritage, Oak Harbor maintains its small town atmosphere and lifestyle by respecting its history and diverse cultures, and sustaining an affordable cost of living, making it a place where the children of yesterday come back to raise their families today.

It is Whidbey Island's premier waterfront community, it is Oak Harbor.

## Goals of the existing Land Use Element

DRAFT

### Community Identity

- Goal 1 -** To respect the "small town" heritage of Oak Harbor while enhancing the unique character of its neighborhoods and districts with development that is fitting with the City's future as a regional center.
- Goal 2 -** To retain the character and visual identity of the Oak Harbor area.
- Goal 3 -** To protect, develop and manage the urban forest resources of the City because of their value to the community in terms of community identity, public health, environmental integrity, habitat and economic support of property values.
- Goal 4 -** To preserve community character through quality design.
- Goal 5 -** To protect existing land uses as new development occurs.
- Goal 6 -** To develop indoor and outdoor opportunities/facilities for youths, adults and families.
- Goal 7 -** To encourage land use opportunities for diversified economic development.
- Goal 8 -** To ensure that the location, situation, configuration, and relationship of the varied land uses within the UGA are consistent and compatible.
- Goal 9 -** To consider and, where appropriate, implement the Navy's Air Installation Compatible Use Zones (AICUZ) recommendations, and all other pertinent related information, in making land use decisions.
- Goal 10 -** To maintain viable facility needs for commercial and private flight operations.

### Residential Development

- Goal 11 -** To encourage a sense of community through development of a spectrum of housing types that, collectively, would help to create diverse neighborhoods.

### Industrial Development

- Goal 12 -** To strengthen and enlarge the economic base of the community by providing comprehensive and diverse job opportunities with the development of light industrial business and research park facilities.
- Goal 13 -** To plan industrial development, clustered in expanding areas, in a coordinated manner.

### Commercial Development

- Goal 14 -** To strengthen and enlarge the commercial economic base of the community by promoting the development of facilities that provide a competitive and stimulating business environment.

### Public Facilities

- Goal 15 -** To establish and maintain sufficient land within the City of Oak Harbor zoned to ensure a wide range of public and quasi-public services to meet community needs.

### Parks and Recreation

- Goal 16 -** To provide high quality parks and recreational facilities in sufficient quantity to Oak Harbor residents and visitors, in conformance with the Comprehensive Parks and Recreation Plan.

### Essential Public Facilities

- Goal 17 -** To continue to work with other agencies in siting essential public facilities of a county, regional or statewide nature, while safeguarding community welfare through effective local public involvement.

### Property Rights

- Goal 18** To protect the property rights of land owners.

### Built Environment

- Goal 19** To create and maintain a balanced community that mixes residential and non-residential uses in a way that promotes environmental quality and community aesthetics.
- Goal 20 -** To ensure that the city maintains an adequate supply of land available and suitable for growth.

## The goals of Oak Harbor's Land Use Element are to:

1. Promote a healthy mix of uses
2. Encourage land use patterns that promote health and safety
3. Support a vibrant economy
4. Promote a diverse and affordable housing stock
5. Respect the character of its natural and built environment

## Existing Goals and Policies

### Community Identity

**Goal 1** -To respect the "small town" heritage of Oak Harbor while enhancing the unique character of its neighborhoods and districts with development that is fitting with the City's future as a regional center.

- Policies:**
- 1.a Develop, preserve and enhance a pedestrian oriented character throughout the city.
  - 1.b Preserve and enhance the streetscape with more sidewalks, landscaping and buffers to the highway.
  - 1.c Encourage future commercial development design to be oriented less toward the automobile. Discussion: Appropriate design guidelines should be developed to promote more pedestrian-oriented commercial areas.
  - 1.d Business-related signs, both temporary and permanent, should serve the needs of the business owner and public to identify business locations but should not proliferate in a manner whereby the sum of all signs detracts from a positive aesthetic experience of the City's commercial areas.
  - 1.e Signage standards should promote design sensitivity to the context in which signs are placed and scaled to both the mass of the building and the location of the sign on the lot.
  - 1.f Support revitalization efforts of downtown Oak Harbor and other neighborhoods through implementation of adopted plans and programs.

**Goal 2** -To retain the character and visual identity of the Oak Harbor area.

- Policies:**
- 2.a Encourage planned residential development (PRDs) with performance based standards.
  - 2.b Consider view corridors when planning for development.
  - 2.c Draft and implement a landscape ordinance for inclusion with development regulations.

**Goal 3** -To protect, develop and manage the urban forest resources of the City because of their value to the community in terms of community identity, public health, environmental integrity, habitat and economic support of property values.

- Policies:**
- 3.a Encourage tree retention in new development, where feasible. Require the use of native plant species in landscaping plans, where appropriate.
  - 3.b Require compatible tree planting with all new development.
  - 3.c Alternative methods for protecting, and effectively managing the urban forest resources of the City for future generations, will be considered during development review processes, including appropriate and effective off-site mitigation proposals.
  - 3.d The City should develop a standardized off-site mitigation process to support this Goal.

**Goal 4** -To preserve community character through quality design.

- Policies:**
- 4.a Encourage city beautification through design and quality standards for landscaping of both public facilities and private development.
  - 4.b Encourage the identification and preservation of structures and places of historic and/or architectural significance.
  - 4.c Require all public facilities constructed by public agencies to be appropriately landscaped and designed.
  - 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.

**Goal 5** -To protect existing land uses as new development occurs.

- Policies:**
- 5.a Encourage private and public preservation of undeveloped open space.
  - 5.b Require adequate buffers between proposed new development and existing land uses.

## Proposed Goals and Policies

**Goal 1 – Promote a healthy mix of uses**

**Policies**

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- 1.a. Encourage land use densities/intensities where services are existing or readily available.
- 1.b. Consider land use changes that are compatible with the character of its neighborhood.
- 1.c. Promote neighborhood scale satellite commercial centers to locate in areas away from the highway.
- 1.d. Promote areas for open space and recreational opportunities with residential development.
- 1.e. Encourage the location of new schools within or adjacent to residential developments and in close proximity to parks.
- 1.f. Progress toward a form based code to regulate the built environment that fosters predictable physical form rather than separation of uses.
- 1.g. Promote a mix of uses and densities in new developments through the Planned Residential Development process.
- 1.h. Encourage private and public preservation of undeveloped open space.
- 1.i. Designate areas newly incorporated into the UGA as special planning areas to
  - a) Explore the best mix of land uses to serve the area and the city's needs.
  - b) Work with property owners in the area to determine land use patterns and development scenarios.
  - c) Involve public participation.

**Goal 2 – Encourage land use patterns that promote health and safety**

**Policies**

- 2.a. Promote land use changes that provide services closer to where people live.
- 2.b. Incorporate alternate modes of transportation with development.
- 2.c. Encourage higher land uses intensities and densities along major transit corridors.

**Goal 6 -To develop indoor and outdoor opportunities/facilities for youths, adults and families.**

- Policies:** (Also see Public and Quasi-Public Land Uses and the Government Services Element)
- 6.a Place special emphasis on activities and places for youths/teenagers.
  - 6.b Consider opportunities for development of a multi-use center (cultural/arts/convention).
  - 6.c Explore best possible off-hour use of school facilities for additional community activities.

**Goal 7 -To encourage land use opportunities for diversified economic development.**

- Policies:**
- 7.a Support, through incentives, the upgrading of Oak Harbor's downtown and the enhancement of its identity.
  - 7.b Enhance and protect the waterfront as an asset for future economic development, as outlined in the *Waterfront Redevelopment, Branding and Marketing Program*.
  - 7.c Identify areas for high employment centers with non-polluting industries.
  - 7.d The City shall participate with the County in a joint Comprehensive Economic Development Plan aimed at diversifying the North Whidbey economy.

**Goal 8 -To ensure that the location, situation, configuration, and relationship of the varied land uses within the UGA are consistent and compatible.**

- Policies:**
- 8.a Develop land use policies that recognize existing patterns of development and successfully accommodate future demands of growth.
  - 8.b Promote the integrity of areas established or proposed for residential land uses by preventing the sporadic and haphazard intrusion of incompatible land uses.

**Goal 9 -To consider and, where appropriate, implement the Navy's Air Installation Compatible Use Zones (AICUZ) recommendations, and all other pertinent related information, in making land use decisions.**

- Policies:**
- 9.a Require residential development to occur outside of high aircraft noise level areas (above 70 Ldn).
  - 9.b Encourage residential development to locate outside of moderate aircraft noise areas (60 to 70 Ldn), allowing for residential development where a demonstrated need exists and compliance is met with policy 9.e.
  - 9.c Ensure that land use and population densities in Accident Potential Zones remain low to conserve the highest degree of public health, safety, and welfare.
  - 9.d Ensure that no new land use proposals, structures or objects interfere with the safe operation of aircraft or deny the existing operational capability of Ault Field. Land use proposals, structures, or objects that may create an obstruction to air navigation will be reviewed for compatibility with airport operations. Hazards to air navigation will not be permitted.
  - 9.e Ensure that new structures built for human occupancy in designated noise impacted areas, as identified in the aviation environs section of the city code, are constructed to a noise level reducing standard that is appropriate for the outdoor noise levels that will be experienced by the inhabitants. In addition to indoor noise level reducing construction design standards, outdoor noise level reducing measures should be considered in site planning, building location and alignment, and site design.
  - 9.f Ensure the disclosure of potential noise and accident potential impacts on prospective buyers, renters, or lessees of property or structures they intend to purchase, rent, lease, or otherwise occupy.
  - 9.g Continue monitoring and update the Aviation Environs portion of the municipal code.

**Goal 10 -To maintain viable facility needs for commercial and private flight operations.**

- Policies:**
- 10.a Preserve areas for float plane operations, in coordination with "Harbor Watch."
  - 10.b Coordinate with Island County to plan compatible land uses within the vicinity of the Oak Harbor Air Park.

- 2.d Discourage long stretches of intersection-less roadway within the city.
- 2.e Locate neighborhood parks that are easily accessible to residents, and community parks within the level of service distance established in the Parks Recreation and Open Space Plan.
- 2.f Seek opportunities to establish parks and recreation opportunities in underserved residential areas.
- 2.g Promote interconnectedness between streets, parks, schools, trails, open spaces, and natural preserves.
- 2.h Promote interconnectedness from residential areas to commercial areas, parks and open spaces.
- 2.i Promote crime prevention through environmental and defensible space design.
- 2.j Prohibit people intensive and residential uses from locating in high noise and aircraft crash zones.
- 2.k Require noise abatement construction standards based on noise level zones.
- 2.l Consider flexible standards to encourage redevelopment of underutilized lots.
- 2.m Limit the development around existing public water supplies to low intensity uses.
- 2.n Condition developments to protect the aquifer recharge areas from contamination.
- 2.o Promote a pedestrian scale environment by requiring buildings to locate close to street frontages in commercial, office and residential areas.
- 2.p Promote pedestrian amenities, where feasible, with development and redevelopment of land.

**Goal 3 – Support a vibrant economy**

**Policies**

- 3.a Facilitate mixed use developments in all districts that allow commercial uses.
- 3.b Support efforts to encourage quality development and redevelopment in the old town area.

**Residential Development**

**Goal 11** -To encourage a sense of community through development of a spectrum of housing types that, collectively, would help to create diverse neighborhoods.

- Policies:**
- 11.a Preserve the integrity of existing neighborhoods by ensuring that infill development is compatible with existing development patterns.
  - 11.b Promote neighborhood design concepts for neighborhoods as an element to improve the quality of residential life.
  - 11.c Reserve adequate residential areas for housing, and develop such areas at urban densities.
  - 11.d Create a mix of housing types within the price range of young families and seniors.
  - 11.e Prepare a comprehensive community development program that uses zoning incentives, public financial assistance, improved public services and facilities, and uniform housing code enforcement to preserve, integrate and induce revitalization of declining neighborhoods.
  - 11.f Consider the level of public services available when establishing or permitting the establishment of new neighborhoods.
  - 11.g Establish and preserve residential districts that consolidate residential activities into compatible neighborhood types.
  - 11.h Consider the location of different residential types in proximity to other land uses, the level of public facilities that serve them and the physiographic conditions of the sites upon which they are located.
  - 11.i Require the planting of Garry Oak trees in new neighborhoods that have compatible soils and surroundings.
  - 11.j Continue to work with NAS Whidbey Island to ensure an adequate housing stock for military personnel and their families.
  - 11.k Permit home occupations in residential areas with appropriate restrictions on business activities, signs, parking, traffic and employees; provide flexibility in home occupation regulations to recognize and accommodate the impact of new technologies.

**Industrial Development**

**Goal 12** -To strengthen and enlarge the economic base of the community by providing comprehensive and diverse job opportunities with the development of light industrial business and research park facilities.

- Policies:**
- 12.a Retain and expand the existing industrial base in the planning area by ensuring that adequate utility services, street capacities and land are available for future industrial growth.
  - 12.b Promote master planning of large contiguously owned properties to provide a variety of sizes of sites for industrial and business park development.
  - 12.c Encourage the assembly of small properties in order to provide planned parcels large enough for industrial development.
  - 12.d Develop regulatory guidelines and standards for light industrial research and office uses.
  - 12.e Encourage industrial activities to incorporate landscaping, decorative fencing, native vegetation and architectural sensitivity to design, color and materials into the facilities in order to ensure that such industries are attractive and complementary to the community.
  - 12.f Draft environmental and design policies to ensure that industrial development will be compatible with the sensitive island environment.
  - 12.g Develop industrial facilities in areas of the City not appropriate for residential development.
  - 12.h Encourage, through zoning, light manufacturing and business park uses along Goldie Road and along the northern section of Oak Harbor Road.
  - 12.i Larger vacant parcels should be planned for new high quality research and business parks.

**Goal 13** -To plan industrial development, clustered in expanding areas, in a coordinated manner.

- Policies:**
- 13.a Require business parks, which cluster uses into a master-planned, campus-type development, to include interior landscaping and site design controls.

- 3.c. Support NAS Whidbey and its continued operation by discouraging
  - 1) Encroachment of incompatible uses.
  - 2) Residential uses from locating north on NE 16<sup>th</sup> Avenue alignment.
  - 3) Structures that are a hazard to flight navigation.
  - 4) People intensive uses in high noise areas and potential crash zones.
- 3.d. Require the disclosure of potential noise and accident potential impacts to prospective buyers, renters, or leases of property and structures in the city and UGA.
- 3.e. Enhance and protect the waterfront as an asset and implement the Waterfront Redevelopment, Branding and Marketing Program.
- 3.f. Promote upland developments adjacent to the marina.
- 3.g. Consider flexible standards to encourage development and redevelopment along Midway Blvd.
- 3.h. Support the retention and expansion of industrial uses by utility services extensions and public infrastructure improvements.
- 3.i. Support the development of business parks using, where appropriate, master planning processes to achieve a campus type developments.
- 3.j. Facilitate the growth of Skagit Valley College and its facilities.
- 3.k. Accommodate mobile commercial enterprises such as food vendors, coffee trucks, etc. in the old town area, schools and colleges, and along the waterfront and marina.
- 3.l. Promote context sensitive and proportionately scaled signage.
- 3.m. Consider landscape flexibility along commercial frontages for signs and storefront visibility.
- 3.n. Support home occupations that
  - 1) Can operate inconspicuously and not infringe on neighboring residents.
  - 2) Does not infringe or change the intent of the residential zone.
  - 3) Has limited visitors and does not require additional parking.
- 3.o. Collaborate with the county to promote development practices that
  - 1) Encourage new development to occur within city limits.
  - 2) Promote urban Oak Harbor development standards in the UGA.

- 13.b Assist business parks developers with parcel aggregation and permitting.
- 13.c Encourage business parks to provide coordinated landscaped buffers around the perimeter of the park.

**Commercial Development**

**Goal 14 -** To strengthen and enlarge the commercial economic base of the community by promoting the development of facilities that provide a competitive and stimulating business environment.

- Policies:**
- 14.a Locate different types of commercial uses in a manner that is consistent with existing traffic patterns and public facilities, and is compatible with nearby and adjacent land uses.
  - 14.b Promote the development of clustered commercial facilities that will accommodate high traffic-generating uses. Large single sites are preferred over *ad hoc* strip commercialization.
  - 14.c Allow neighborhood scale services that are compatible with residential areas. Develop standards to ensure that such services are compatible in location, scale, design and intensity with the prevailing neighborhood character.
  - 14.d Include consideration of architectural quality and good site planning in the design of commercial developments.
  - 14.e Support and maintain the central business district of Oak Harbor and the established commercial nodes located at SR20 and West Pioneer Way, along North Midway Boulevard, and Goldie Road and SR20, to serve the greater Oak Harbor area.
  - 14.f Retain and enhance the character of historic commercial districts.
  - 14.g Promote commercial infill development.
  - 14.h Encourage lower intensity commercial uses, as defined by the maximum number of persons per acre, in areas of high aircraft noise or accident potential.
  - 14.i Create a Midway Boulevard Revitalization Overlay District to actively promote new and infill commercial and mixed use development and enhance the sense of place for this traditional commercial corridor. Flexible development standards, such as raising the height limit, allowing development to extend to the street, parking requirement reductions or others, and financial incentives, such as tax breaks, business improvement districts, public/private partnerships or others, should be used to support revitalization. The City should take an active role in creating strong unifying amenities within the public realm that complement the Overlay District objectives.
  - 14.j Before designating new commercial areas of sufficient size to accommodate larger shopping centers and retailers, determine the level of public support through broad-based public consultation.

**Public Facilities**

**Goal 15 -** To establish and maintain sufficient land within the City of Oak Harbor zoned to ensure a wide range of public and quasi-public services to meet community needs.

- Policies:**
- 15.a Encourage the location of new schools in areas that are within or in close proximity to residential neighborhoods and, where feasible, also in close proximity to park land. Schools should not be located in areas where they would interfere with or be impacted by surrounding businesses.

Discussion

School activities are generally more compatible with residential neighborhoods than with commercial, retail and industrial areas. Locating schools within residential areas promotes the establishment of cohesive neighborhoods and reduces the need for bus transportation.

- 15.b Encourage off-hour community use of school facilities as long as such use is compatible with surrounding neighborhoods.
- 15.c Prior to constructing new schools, the Oak Harbor School District should provide modular structures for additional capacity.
- 15.d Encourage the preparation of master plans for large-scale public and quasi-public campuses.
- 15.e A master plan should be prepared for properties that are granted a PF zoning classification.

**Goal 4 – Promote a diverse and affordable housing stock**

**Policies**

- 4.a. Maintain a healthy amount of developable and redevelopable land in all residential land use categories.
- 4.b. Support land use changes that accommodate higher density residential uses where services and utilities are available.
- 4.c. Support the development of new, and the conversion of existing, residential structures for accessory dwelling units.
- 4.d. Consider a mix of land uses when expanding urban growth areas.
- 4.e. Support flexible standards for developments that provide affordable housing.
- 4.f. Consider development incentives to include affordable housing within new developments.
- 4.g. Coordinate housing growth strategies with changes in school enrollment projections and NAS Whidbey expansions.
- 4.h. Support efforts to increase affordable housing in the City.

**Goal 5 – Respect the character of its natural and built environment**

**Policies**

- 5.a. Consider flexible standards to protect Garry Oak trees and their habitat.
- 5.b. Protect public view corridors
  - 1) When considering new developments.
  - 2) From natural encroachments on public property.
- 5.c. Consider flexible standards for building locations, heights, and landscaping plans to preserve views.
- 5.d. Require, where appropriate, buffers and screening between new intensive uses and existing uses.
- 5.e. Promote the use of native vegetation, including Garry Oaks, for landscaping and buffers.

Discussion

Master Plans may be used by public/quasi-public agencies and land owners to establish an overall concept for land use. Once a master plan is adopted by the City Council, the subject property becomes eligible to receive a change in zoning classification to the PF District. Presently, only the Goldie Road Municipal Complex has this designation. A master plan for Public Works Shops and a Regional Ball Park was approved by the City in 1993 as part of the Oak Harbor Landfill closure.

The PF zone permits several public and quasi-public uses outright which are otherwise "conditional uses" in other zone districts. This zone classification benefits property owners because it effectively streamlines development permitting. The planning/rezoning process benefits the community because it gives a long-range view of development which is expected to occur, rather than an incremental review of development projects. Public input is received in advance during hearings for both the master plan adoption and zone change, with the result being a more thorough assessment of impacts. Projects in conformance with the master plan and zone district may be approved administratively through site plan review.

The requirements for master-planned developments should be set forth in the city's development regulations, and should include minimum requirements such as minimum parcel size, the types, densities, intensities, and distribution of land uses, proposed landscape and buffer requirements, planned circulation patterns, and provisions for required open space.

- 15.f Plan for the operation, maintenance and development of public parks and recreational facilities, in conformance with the Comprehensive Parks and Recreation Plan.
- 15.g Create a protocol for site selection and other planning studies for municipal projects, with public participation as a key element.
- 15.h Encourage participation by the city administration in projects sponsored by other public agencies, to ensure that community needs are met. Participation by City officials in feasibility studies and site selection should be encouraged. Financial participation should be considered by the City Council when such projects are in conformance with the Comprehensive Plan.
- 15.i Plan for future development of the Civic Center Complex. Priority should be given to community-oriented uses that would complement, rather than conflict, with the Senior Center, Vanderzicht Memorial Pool, Oak Harbor Fire Station and other land uses in the vicinity. Future expansion of the Senior Center should be anticipated as Oak Harbor's senior population continues to grow.
- 15.j Provide adequate parking, circulation and landscape buffers to ensure that public uses do not have a significant adverse impact on residential areas.
- 15.k Priorities for the reuse of surplus public land (non-military) should be as follows:
  - A. Other public uses (non-enterprise)
  - B. Quasi-public use (non-religious), such as government assisted housing
  - C. Public enterprise, such as economic development

*Parks and Recreation*

**Goal 16 -** To provide high quality parks and recreational facilities in sufficient quantity to Oak Harbor residents and visitors, in conformance with the Comprehensive Parks and Recreation Plan.

- Policies:**
- 16.a Develop appropriate types of park and recreational facilities in growing and under-served areas of the City, in conformance with the Comprehensive Parks and Recreation Plan.
  - 16.b Ensure that future park development generally conforms to the level-of-service standards and location criteria contained in the Comprehensive Parks and Recreation Plan.
  - 16.c Locate and design parks for maximum use or "utility," while providing for an equitable distribution of services.
  - 16.d Improve City parks to promote tourism, while minimizing conflicts between residents and visitors.

- 5.f Promote parkways, street trees and landscaped boulevards with development proposals.
- 5.g Require design and construction standards for development to consider
  - 1) Protection of fish and wildlife habitat.
  - 2) Geologically sensitive areas for construction.
  - 3) Protecting critical aquifer recharge areas.
  - 4) Protecting and enhancing the shoreline.
  - 5) Frequently flooded areas.
- 5.h Require development to adhere to design guidelines and regulations that promotes a pedestrian friendly environment by
  - 1) Locating buildings closer to street frontages.
  - 2) Encouraging visually interesting facades and people spaces.
- 5.i Respect and acknowledge the role of historically and architecturally significant buildings in the community.
- 5.j Discourage premature land clearing ahead of development proposals.
- 5.k Promote revegetation when retaining existing trees is not practical.
- 5.l Promote landscaping to achieve visual and noise buffers.
- 5.m Require buffers where land use intensities vary.
- 5.n Require landscaping standards to efficiently screen for outdoor uses and storage areas.
- 5.o Encourage industrial uses to incorporate landscaping, decorative fencing and native vegetation so that they are attractive and complementary to the community.
- 5.p Explore creative ways to blend in/camouflage utility towers and devices.
- 5.q Place utilities underground whenever feasible.
- 5.r Require common/public open spaces within developments to be accessible and visible.

- 16.e Provide safe and convenient trails for walking and bicycling between parks, neighborhoods and major activity centers, and to other recreation sites on North Whidbey, with priority given to completing the Oak Harbor Waterfront Trail.
- 16.f Consider establishing an "Open Space" zone district as a means of conserving park lands and parcels containing critical resource areas. Note: For Goals and policies pertaining to greenbelts and other open space features, see the Urban Design Element.
- 16.g Consider the advance acquisition of park land ahead of growth and development.
- 16.h Appoint an Open Space Committee to prepare an open space corridor element.
- 16.i Allow for neighborhood park development in new subdivisions to occur near the completion of the subdivision, in order to maximize the amount of resources available for their construction.
- 16.j Explore the possibility of public-private ventures to help provide needed recreational facilities.
- 16.k Implement the park and recreational facility projects identified in the Waterfront Redevelopment, Branding and Marketing Program.

*Essential Public Facilities*

**Goal 17 -To continue to work with other agencies in siting essential public facilities of a county, regional or statewide nature, while safeguarding community welfare through effective local public involvement.**

Discussion

GMA requires that each local jurisdiction planning under the Act provide a process within its Comprehensive Plan for identifying and siting "essential public facilities." Facilities which fall into this category are those that are typically difficult to site, and are not anticipated by existing plans and zoning, such as airports, state education facilities, state or regional transportation facilities, correctional facilities, solid waste handling facilities and in-patient facilities including substance abuse, mental health and group homes (RCW 36.70A.200). The GMA prohibits communities from imposing outright bans on such land uses. The following policies address Oak Harbor's process and criteria for siting essential public facilities.

**Policies:**

- 17.a Agencies proposing essential public facilities should demonstrate a justifiable need for the public facility and its location in Oak Harbor based upon forecast needs and a logical service area.
- 17.b The City, in cooperation with proponents of essential public facilities, should establish a public process by which Oak Harbor residents have an opportunity to participate in a meaningful way in site selection and development review.

Discussion

Public involvement may occur in many forums, including informational meetings, workshops, design charettes, task force and advisory committees, public review and comment on draft plans, telephone surveys and formal hearings. The methods used should be appropriate to the circumstances of individual proposals. Public participation through master planning and zone amendments could be used in siting facilities. Projects with a significant adverse impact to the environment may require preparation of an environmental impact statement, requiring the public to consider alternative plans and mitigation measures.

- 17.c The City in coordination with other facility beneficiaries should establish a mitigation agreement to adjust the financial cost of receiving a public facility in exchange for inter-jurisdictional services.

Discussion

This policy should prevent the jurisdiction receiving the public facility from being disproportionately burdened with the financial cost.

- 17.d The City should establish design criteria for public facilities to promote neighborhood and jurisdiction compatibility.

17.e The City should establish a public-use category to site facilities that may not otherwise be permitted.

17.f Essential public facilities that are county-wide or state-wide in nature, must meet existing State law and regulations requiring specific siting and permitting requirements.

Discussion

This policy would allow the linkage of public facilities with compatible community services such as churches, medical facilities, libraries, recreational facilities, self-help groups and community based treatment programs.

17.g At a minimum, essential public facilities shall be subject to all of the requirements of obtaining a Conditional Use Permit. Depending on the type of facility, the city may require additional reports or studies as part of its environmental review process to ensure that the impacts of the proposed development may be reasonably addressed.

*Property Rights*

**Goal 18** To protect the property rights of land owners.

Discussion: The protection of private property rights is one of the goals identified in the Growth Management Act. The purpose of providing local goals and policies on this subject is to maintain consistency between state and local requirements, and to provide a mechanism to ensure that the cumulative effect of local, regional, state and national regulations governing the development of land do not act to deprive a property owner of all economically beneficial use of property. In the relatively rare instance where such a situation should occur, there should be sufficient flexibility in local land use regulations to avoid a claim of "takings." Such flexibility should provide a reasonable use of property in a manner that balances the legitimate but competing interests of environmental stewardship and private property rights.

**Policies:** 18.a Allow for variances from the city's zoning and land use regulations to mitigate undue hardship when the literal application of those regulations would prohibit all reasonable development on a parcel of land.

18.b Consider the use of reasonable use exemptions or transfers of development rights when a regulation would deprive an owner of all economically viable use of their property, or have a severe impact on the landowner's economic interest, or deny a fundamental attribute of ownership.

*Built Environment*

**Goal 19** To create and maintain a balanced community that mixes residential and non-residential uses in a way that promotes environmental quality and community aesthetics.

- Policies:**
- 19.a Promote the use of landscaping and design standards in new development or re-development.
  - 19.b Require the use of buffers between incompatible land uses; require new development to bear the burden of transition when it is proposed adjacent to incompatible development.
  - 19.c Encourage the retention of open space in new development, especially when such action will protect or enhance a wetland or wildlife habitat area.
  - 19.d Protect commercial and industrial development from residential intrusions.
  - 19.e Provide adequate parks, playgrounds and other open spaces for residents and visitors to create a pleasant environment for the community.
  - 19.f Provide effective stewardship of the environment to conserve land, air, water and energy resources; protect critical areas; and enhance the quality and beauty of the area's natural features.

**Goal 20 -** To ensure that the city maintains an adequate supply of land available and suitable for growth.

20.a Work with Island County to evaluate growth needs in anticipation of future adjustments to the city's UGA boundary.

20.b Develop and maintain an interlocal agreement with Island County to ensure that development within the UGA is consistent with the city's development regulations.

## Challenges and Opportunities

Oak Harbor seeks to meet the challenge of achieving the community's land use vision, accommodating future growth and preserving what community members love about Oak Harbor. Challenges and opportunities include:

- Meeting growth needs – Oak Harbor is constantly faced with the dynamic nature of NAS Whidbey and its changes. Increase in squadrons over the next few years will increase the demand for housing, schools and other services. Although, the BLA indicates sufficient land capacity within Oak Harbor, it is hard to predict whether the availability will be able to match the trend of incoming squadron. The City will continue to support private developments proposals and expansion of public facilities such as schools, colleges and other services as they come forward.
- Improvements on SR 20 – There are long standing plans to improve several intersections along Oak Harbor to relieve congestion. Funding is the primary challenge, for both the City and the State, to realize this project. These proposals also have impacts on potential developments along the corridor. The City and WA DOT will continue to work in moving this project forward.
- Low Impact Development – Stormwater management has become a game changer in communities around Puget Sound. New regulations required by the WA State will impact how developments occurs. The City and Developers are likely to face increase in regulations and maintenance responsibilities. The City will work with the community and involve them in finding practical solutions to meet the State's requirements.
- Old Town/Downtown Development – Directing more development to the Central Business District will continue to be a challenge due to its physical separation form SR 20 and the perceived drawback of the one-way street configuration. There are also challenges with an aging building stock and high cost of renovations and redevelopments. The City will continue working with the downtown merchants and property owners in supporting the Main Street program.
- Industrial and Business Park – There is large inventory of land designated for industrial and business parks along NE Goldie Road and NE Oak Harbor Road. However, a major portion is outside the city limits and in the UGA. Infrastructure development, non-conforming uses and annexations are challenges in this area. The city will continue to works with property owners, Island County and potential developers to encourage developments and employment opportunities in this area.
- Home-based Businesses and Accessory Dwelling Units – There is an untapped potential in Oak Harbor to increase home occupations and accessory dwelling units. As demographics change and population grows, the City will continue to support and accommodate home occupations and the building of accessory dwelling units.

- Garry Oaks – The tree that gives the city its name is protected by city ordinance. However, propagating the species for future generations will require proactive measures to promote planting new trees where soils and conditions are suitable. The City will continue its efforts in planting Garry Oaks on suitable public lands and encourage propagating them within private developments through incentives.
- Neighborhoods – Oak Harbor has diverse neighborhoods ranging in age from the early 20<sup>th</sup> century to current times. As neighborhoods age they naturally decline and can reach a state of disrepair. The City will have to manage change in these aging neighborhoods through a combination of zoning incentives, improved public services and facilities, public financial assistance and uniform housing code enforcement.
- Midway Boulevard – This corridor was identified in 2006 as a district that could accommodate higher intensity commercial uses. This traditional commercial corridor will benefit from new and infill commercial and mixed use developments that enhance the sense of place. Flexible development standards, such as raising the height limit, allowing development to extend to the street, parking requirement reduction, public/private partnerships and other strategies can be used to support revitalization.

## Essential Public Facilities

GMA requires that each local jurisdiction planning under the Act provide a process within its Comprehensive Plan for identifying and siting "essential public facilities." Facilities which fall into this category are those that are typically difficult to site, and are not anticipated by existing plans and zoning, such as airports, state education facilities, state or regional transportation facilities, correctional facilities, solid waste handling facilities and in-patient facilities including substance abuse, mental health and group homes (RCW 36.70A.200). The GMA prohibits communities from imposing outright bans on such land uses. The following policies address Oak Harbor's process and criteria for siting essential public facilities.

1. Agencies proposing essential public facilities should demonstrate a justifiable need for the public facility and its location in Oak Harbor based upon forecast needs and a logical service area.
2. The City, in cooperation with proponents of essential public facilities, should establish a public process by which Oak Harbor residents have an opportunity to participate in a meaningful way in site selection and development review.
3. The City in coordination with other facility beneficiaries should establish a mitigation agreement to adjust the financial cost of receiving a public facility in exchange for inter-jurisdictional services.
4. The City should establish design criteria for public facilities to promote neighborhood and jurisdiction compatibility.
5. The City should establish a public use category to site facilities that may not otherwise be permitted.
6. Essential public facilities that are county-wide or state-wide in nature, must meet existing State law and regulations requiring specific siting and permitting requirements.
7. At a minimum, essential public facilities shall be subject to all of the requirements of obtaining a Conditional Use Permit. Depending on the type of facility, the city may require additional reports or studies as part of its environmental review process to ensure that the impacts of the proposed development may be reasonably addressed.

## Property Rights

The protection of private property rights is one of the goals identified in the Growth Management Act. The purpose of providing local goals and policies on this subject is to maintain consistency between state and local requirements, and to provide a mechanism to ensure that the cumulative effect of local, regional, state and national regulations governing the development of land do not act to deprive a property owner of all economically beneficial use of property. In the relatively rare instance where such a situation should occur, there should be sufficient flexibility in local land use regulations to avoid a claim of "takings." Such flexibility should provide a reasonable use of

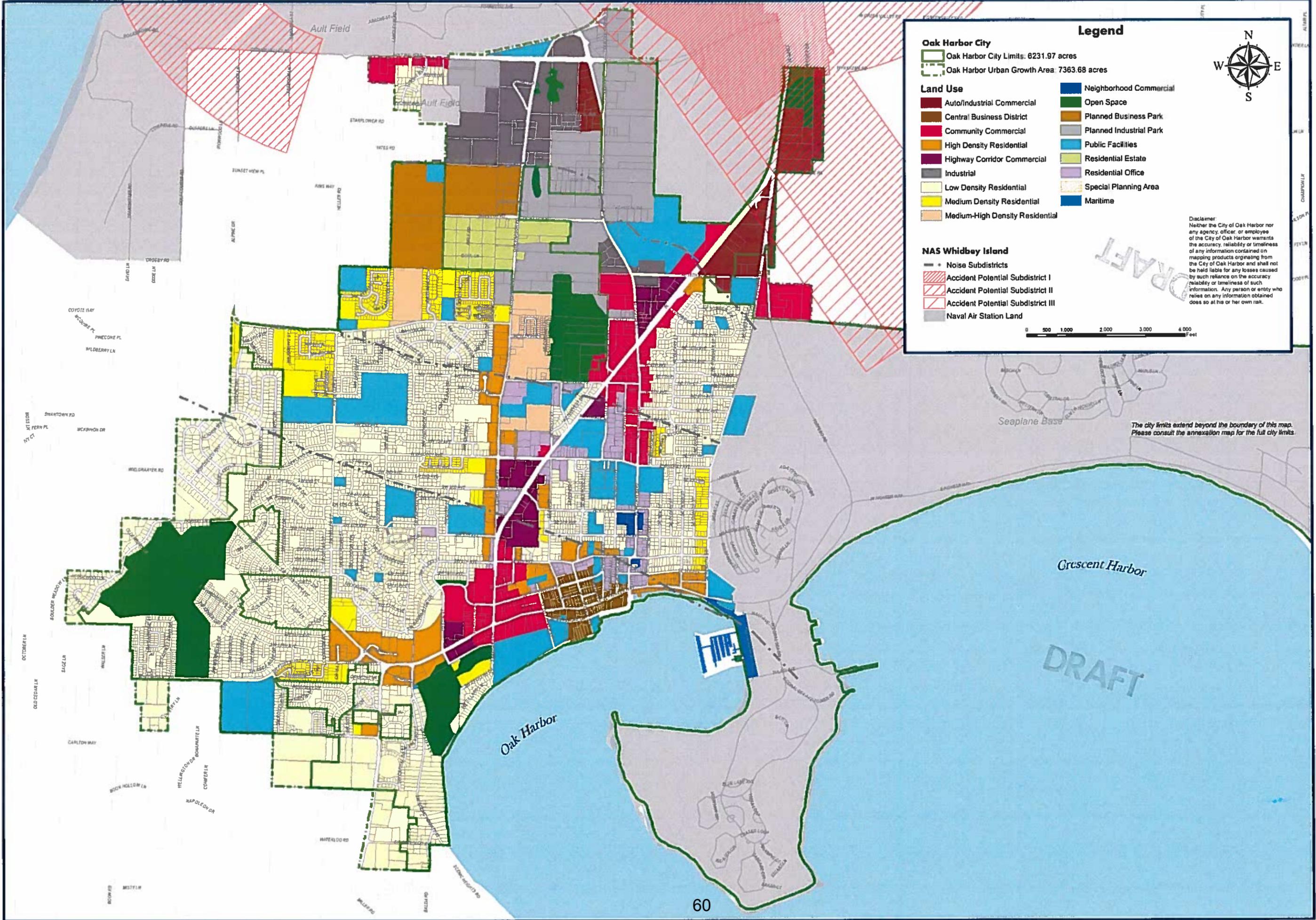
property in a manner that balances the legitimate but competing interests of environmental stewardship and private property rights.

To protect the property rights of land owners

1. Allow for variances from the city's zoning and land use regulations to mitigate undue hardship when the literal application of those regulations would prohibit all reasonable development on a parcel of land.
2. Consider the use of reasonable use exemptions or transfers of development rights when a regulation would deprive an owner of all economically viable use of their property, or have a severe impact on the landowner's economic interest, or deny a fundamental attribute of ownership.

DRAFT

# Land Uses



**Legend**

**Oak Harbor City**  
 - Oak Harbor City Limits: 6231.97 acres  
 - Oak Harbor Urban Growth Area: 7363.68 acres

**Land Use**

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

**NAS Whidbey Island**

- Noise Subdistricts
- Accident Potential Subdistrict I
- Accident Potential Subdistrict II
- Accident Potential Subdistrict III
- Naval Air Station Land

**Disclaimer**  
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Scale: 0 500 1000 2000 3000 4000 Feet

Compass Rose: N, S, E, W

The city limits extend beyond the boundary of this map. Please consult the annexation map for the full city limits.

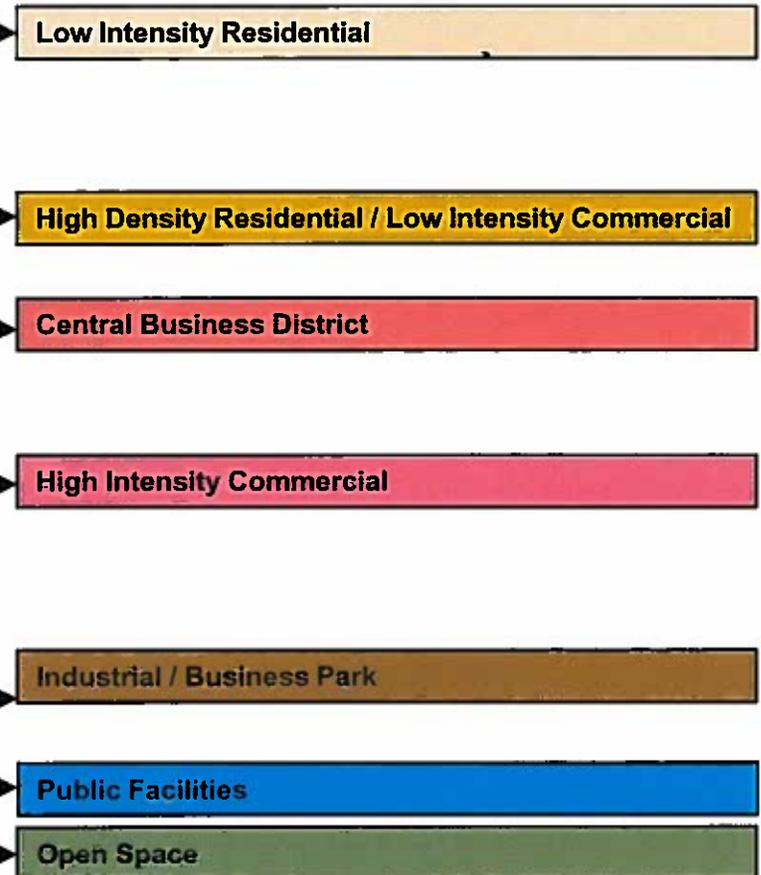


# Generalized Land Use Map

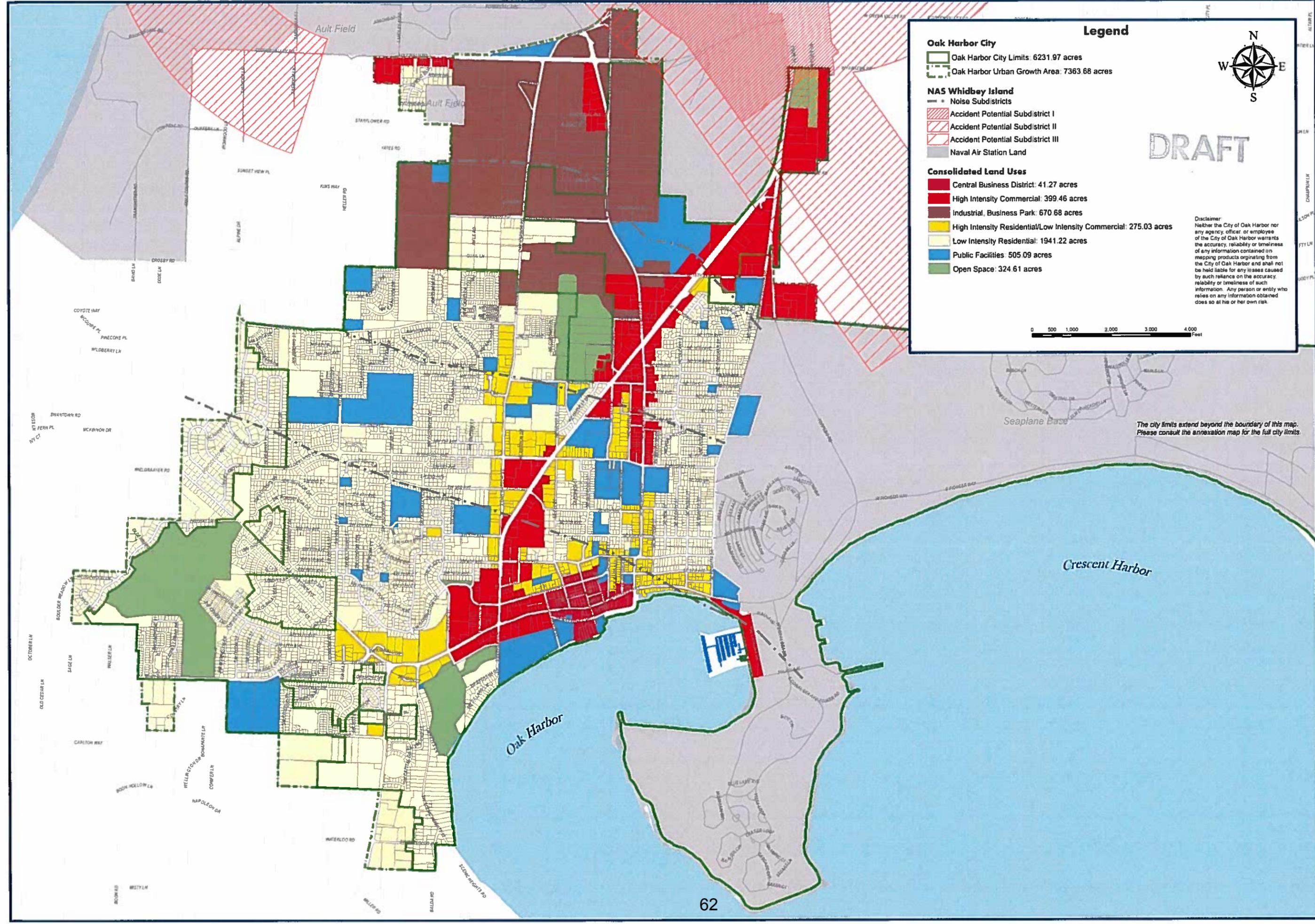
## Existing Land Use Designation



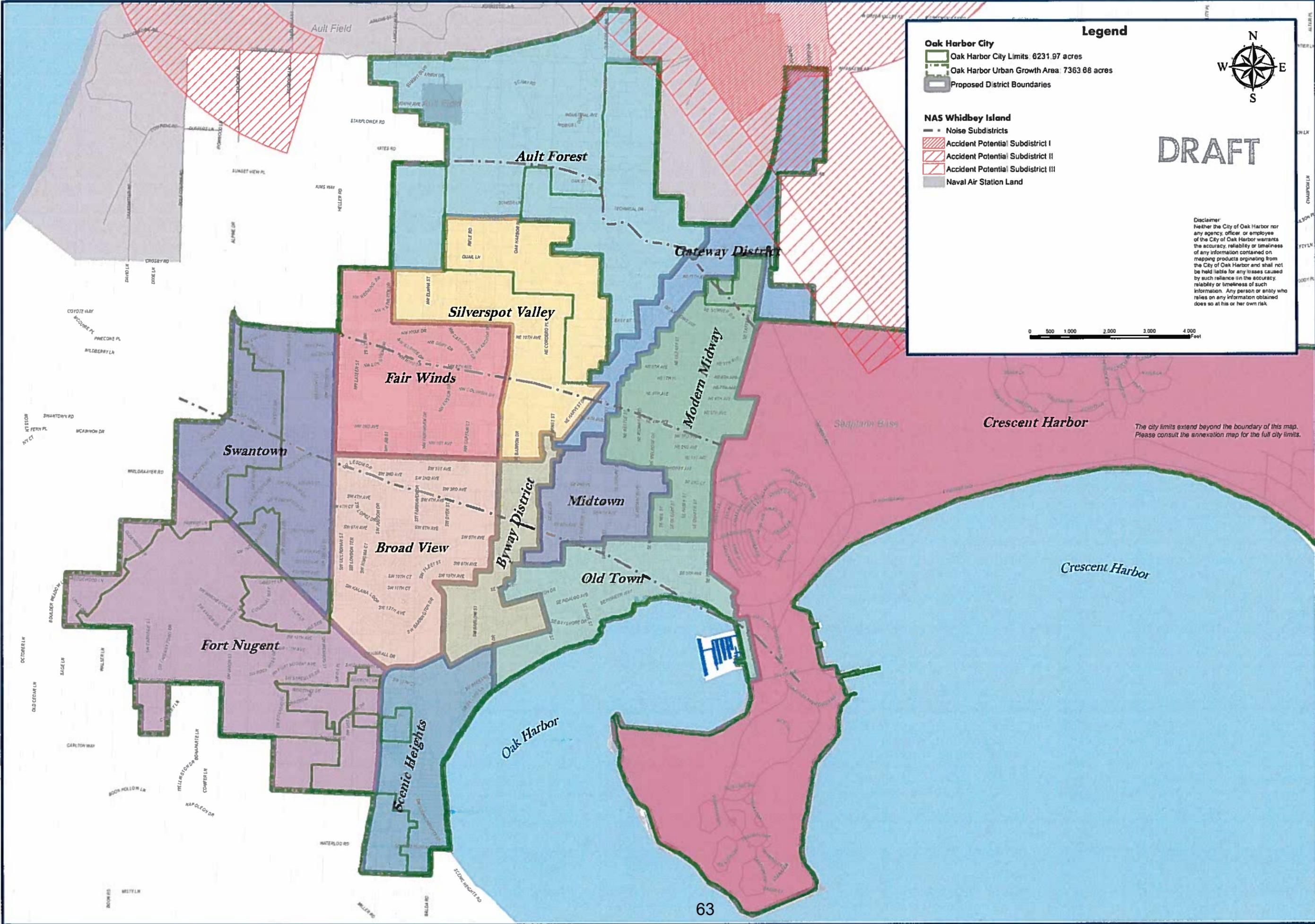
## Proposed Land Use Designations



# Consolidated Land Uses



# Neighborhoods



**Legend**

**Oak Harbor City**

- Oak Harbor City Limits: 6231.97 acres
- Oak Harbor Urban Growth Area: 7363.68 acres
- Proposed District Boundaries

**NAS Whidbey Island**

- Noise Subdistricts
- Accident Potential Subdistrict I
- Accident Potential Subdistrict II
- Accident Potential Subdistrict III
- Naval Air Station Land

**DRAFT**

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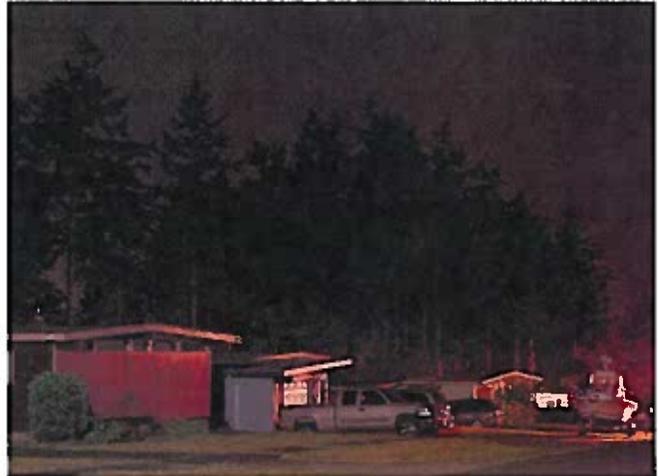
The city limits extend beyond the boundary of this map. Please consult the annexation map for the full city limits.



## Modern Midway

### Description

The district consists of a distinct commercial core along NE Midway Boulevard and stable residential neighborhoods generally developed in the years following World War II. May be viewed as Oak Harbor's first suburban-type development, the commercial district is strongly oriented toward visitors arriving by car with spacious parking lots located in front of buildings. Single family residences dominate the gridded streets, with mid-century modern architecture mixing with more traditional styles. With the exception of a very small area at the north end of the district, Modern Midway is almost entirely within the City limits.



### Data

- Modern Midway includes about 353 total acres within its boundaries, the 7<sup>th</sup> largest district in the City.
- Approximately 935 Total properties within the district – of which about 89% are Low Intensity Residential.
- 858, or 91.8% of parcels are currently developed within the district.

### Challenges, Opportunities and Strategies

- The neighborhood has a strong grid system allowing for easy and efficient vehicular movement, but in many areas, lacks infrastructure for pedestrians and alternative modes of transportation.
- Modern Midway is highly developed, and has very few large lots available for infill or redevelopment. A buildable lands inventory shows only a few scattered parcels that could be divided or redeveloped for residential uses.
- Support higher-intensity land uses in appropriate locations.
- Improve pedestrian circulation in the neighborhood, with particular focus on NE Regatta Drive, NE O'Leary and NE Kettle Streets.



## Fair Winds

### Description

The district consists mostly of typical late 20<sup>th</sup>-century suburban development. A mix of single family homes - generally built from 1970 to 1990, with some more recent developments – coexist with denser multi-family complexes grouped along the Oak Harbor Street corridor on the eastern edge of the neighborhood. Home of Oak Harbor High School and several churches and small neighborhood parks, the neighborhood is characterized by curvilinear streets, cul-de-sacs and generally lacks a typical street grid.



### Data

- District is approximately 369 total acres, ranking 6<sup>th</sup> largest in the City.
- Includes approximately 761 developed Low Density Residential lots – approximately 17% of the total in the City.
- 59.7 acres, or 16.1% of the district’s total area is dedicated to Public Facilities Land Uses.
- Approximately 91.7% of parcels in the district are developed.

### Challenges, Opportunities and Strategies

- Fair Winds has little opportunity for infill development, due to its high level of development and significant areas used by Public Facilities such as schools and churches.
- Lots are generally larger than minimums required in respective zone districts, but not so large so as to allow redevelopment or lot splitting on a large scale. A developable lands survey found potential redevelopment in an area generally clustered around the intersection of NE Heller Road and NE Crosby Avenue.
- This district has no commercial uses within its boundaries or within close walking distance.
- Fair Winds is bounded by four major thoroughfares within Oak Harbor. Increasing traffic with additional population in neighboring and outlying districts will be a concern in the future.
- Consider higher densities where appropriate with flexible standards to promote development without compromising public safety standards.
- Promote accessory dwelling units where viable.

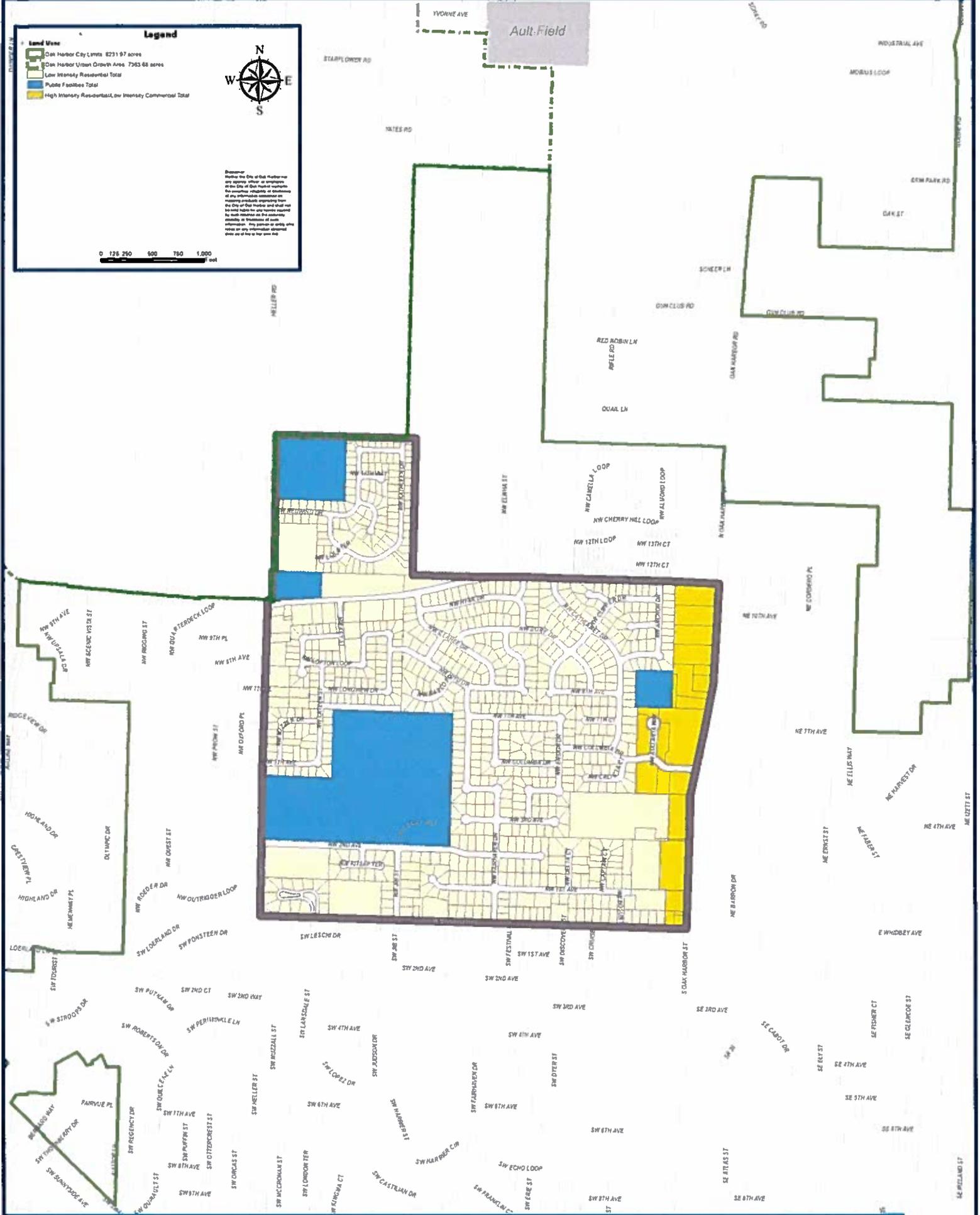
**Legend**

- City Harbor City Limits 8231.97 acres
- City Harbor Urban Growth Area 7363.68 acres
- Low Intensity Residential Total
- Public Facilities Total
- High Intensity Residential/Low Intensity Commercial Total

**Disclaimer:** Neither the City of Oak Harbor nor anyone, other than the City of Oak Harbor, warrants the accuracy, reliability, or completeness of any information contained on this map, including information from the City of Oak Harbor and that may be used for any purpose not intended by the City of Oak Harbor. The City of Oak Harbor is not responsible for any information obtained from any source other than the City of Oak Harbor.

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Ault Field



## Ault Forest

### Description

The Ault Forest neighborhood generally consists of industrial and undeveloped lands at the north end of the city. Close proximity to the NASWI air field limits residential development. Commercial and industrial corridors are mostly situated on one of three roads: Goldie Road, Oak Harbor Street and Ault Field Road. Not including the Crescent Harbor Neighborhood, which includes exclusively US Navy lands, Ault Forest is the largest of the neighborhood districts in the City, with over 800 acres in its boundaries.

### Data

- Nearly half of the acreage in the district is located outside Oak Harbor City Limits, but within the Urban Growth Area.
- More than 72% of parcels in the district are located outside City Limits.
- Only about 42% of the acreage within the district are considered developed by the standards used.



### Challenges, Opportunities and Strategies

- While the district is comprised of large areas of undeveloped business and industrial park designated lands, the transportation network is under-developed and might be a hurdle to development in the area.
- As noted in the data above, most of the land in the district is under Island County jurisdiction.
- Development will need to account for wetland areas, which are currently unmapped.
- Lack of comprehensive sewer system in the area.
- No new residential projects will be permitted in this district because of its location being almost entirely north of the 16<sup>th</sup> Avenue alignment.
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# Low Impact Development Update

## Public Meeting

# City of Oak Harbor Planning Commission Report

Date: January 26, 2016  
Subject: Low Impact Development –  
Code Amendment

**FROM:** Dennis Lefevre, AICP, Senior Planner

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## **PURPOSE**

This report initiates the discussion on a substantive effort to incorporate low impact development (LID) into the Oak Harbor Municipal Code (OHMC) as a requirement as opposed to an optional strategy. This requirement is a result of changes made to the most recent (August 2013) National Pollutant Discharge Elimination System (NPDES) permit for Phase II jurisdictions.

## **BACKGROUND**

The Clean Water Act of 1972 established a structure for regulating discharges of pollutants into the waters of the U.S. This structure, known as the NPDES, requires jurisdictions which meet specific criteria to obtain a permit regulating various elements of their municipal stormwater systems. The City of Oak Harbor is a Phase II jurisdiction and, in conformance with this permit, must address the following to receive permit conformance and renewal:

- Public education and outreach;
- Public involvement and participation;
- Illicit discharge identification and elimination;
- Controlling runoff from new development, redevelopment and construction sites; and,
- Pollution prevention and operations and maintenance for municipal operations.

The most recent permit proposes changes to the stormwater runoff methodology. S5.C4(f)(i) of the permit states: “permittees “shall” review, revise and make effective their local development-related codes, rules, standards, or other enforceable documents to incorporate and “require” LID principles and LID best management practices (BMP’s).”

## **DISCUSSION**

### ***Definition***

Low impact development means a storm water management and land development strategy applied at the parcel and subdivision scale that emphasizes conservation and use of on-site natural features integrated with engineered, small-scale hydrologic controls to more closely mimic pre-development hydrologic functions. Simply put, low impact development requires that most stormwater stays on the site.

There are several ways this may be accomplished and may include a reduction of hard surfaces, utilization of impervious materials, creation of rain gardens and other constructed infiltration methods, and, maintaining a sites’ native vegetation for stormwater infiltration.

### ***Past City Effort***

This is not a new concept and has been promoted for some time as an effective and efficient method for treating stormwater. Realizing the value in providing a stormwater option to new

development, the City of Oak Harbor was successful in obtaining a technical services grant from the Puget Sound Partnership in 2007. This grant was designed to provide consultant expertise in identifying barriers in our municipal code to LID implementation. The city worked with the consulting firm of AHBL and through the course of the next few years prepared a package of code amendments establishing LID as an acceptable method of stormwater treatment. Specific areas of the code which were amended include:

- Chapter 11.17 Street Design Standards (Ordinance No. 1613 – December, 2011);
- Chapter 19.44 Parking (Ordinance No. 1614 – December, 2011);
- Chapter 19.46 Landscaping and Screening (Ordinance No. 1615 – December, 2011);
- Chapter 19.47 Land Clearing (Ordinance No. 1616 – December, 2011); and,
- Title 21 Subdivisions (Ordinance No. 1617 – December, 2011).

The City of Oak Harbor was proactive in embracing the low impact development strategy during this effort, however, much of the language in the amended code is incentive-based or voluntary.

### ***Current City Effort***

The Washington Department of Ecology (DOE) administers the NPDES permit for Washington State. To provide guidance and direction to Phase II jurisdictions in meeting the permit LID requirements, DOE provided training and a code integration toolkit<sup>1</sup>.

Six steps were identified in this toolkit to successfully integrate LID into local codes:

- Step 1. Assemble the project team;
- Step 2. Understand general topics to address;
- Step 3. Review existing codes and standards;
- Step 4. Amend existing codes and develop new codes;
- Step 5. Public review and adoption process; and,
- Step 6. Ensure successful implementation.

City staff, while concerned over the long-term implications of low impact development, has begun the effort to update the code as prescribed in the 6 Steps. A project “core” team has been assembled with representation from Administration, Public Works and Development Services. In addition, staff with expertise in specific areas will be periodically included.

A stakeholder group has been recommended by the core team which will be gathered to solicit comments as we proceed with draft code language. Participants in this group are anticipated to represent the local builders association, construction trade, conservation district, school district, realtors, and an engineering firm. This stakeholder group will be convened in the next couple of months to review potential code amendments.

Step 2 requires the project team to understand the 12 major topic areas identified in the DOE toolkit. Those topics include: site planning and assessment; healthy soils; landscaping, native vegetation, and street landscaping; hard and impervious surfaces; bulk and dimensional considerations; clearing and grading; streets and roads; parking; design guidelines and standards;

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<sup>1</sup> Low Impact Development – Code Update and Integration Toolkit, 2014, Washington Department of Ecology.

stormwater management and maintenance; subdivision and planned unit development; and, critical areas and shoreline management. Most of the project team was involved in the 2007-2011 code update effort and understand the major topics, thus, completing Step 2.

Step 3 involved a review of all pertinent city regulations and standards to assess how each major topic was addressed. The toolkit provided sub-topics and specific considerations for each major topic. For instance, hard and impervious surfaces (major topic); two-track driveway design (sub-topic); and, is a two-track driveway design allowed? (consideration). These sub-topics and considerations were used as the point of departure to identify the “gaps” in our code. In other words, the sub-topics and considerations not addressed by any city regulation or standard<sup>2</sup> could be considered a “gap”. Fortunately, the substantial effort spearheaded by the technical services grant, which resulted in the City adopting five ordinances, established a considerable amount of code language implementing low impact development strategies. However, as noted above, the adopted code language is largely incentive-based or voluntary.

Staff is beginning preparation of the list of proposed code amendments to ensure compliance with the Phase II permit. The step to “fill” the gaps or to remove barriers for the use of LID BMP’s may be as simple as recommending a word change such as “should” to “shall”. However, there will be several areas of discussion which will involve policy decisions and long-term impacts.

***Timeline***

NPDES Phase II permittees are given until December 31, 2016 to make these code amendments effective. Attachment A identifies the proposed steps in this process culminating with City Council adoption in November, 2016. The Planning Commission is an integral review body for this important set of amendments and will be involved throughout this process.

**RECOMMENDATION**

This item is for information and discussion only. No action is required.

**ATTACHMENTS**

- A. Low Impact Development Code Integration – Work Program

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<sup>2</sup> Document review included: Oak Harbor Municipal Code; Oak Harbor Shoreline Master Program; Oak Harbor Park & Recreation Plan; Design Standards and Guidelines; 2005 Stormwater Management Manual for Western Washington.

## Low Impact Development Code Integration - Work Program

Proposed Steps	2015				2016											
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Step 1 (Internal/External team)</b>																
Assemble "Core Team"	→															
Assemble "Stakeholder Group"	→	→														
<b>Step 2 (LID topics)</b>																
Understand general topics:																
Topics 1-7		→														
Topics 8-13			→													
Prepare "Fact Sheet":																
CC review/discuss approach									→							
AWC & Legis. mtgs										→						
Fact sheet follow-up											→					
<b>Step 3 (Identify gaps)</b>																
Review existing codes & regs																
Identify topics addressed in OHMC																
Identify topics with gaps																
<b>Step 4 (Fill gaps)</b>																
Develop code language to fill gaps																
Prepare draft code amendment(s)																
Revise draft code per Step 5 mtgs																
60-day Notice to Dept. of Comm.																
Prepare SEPA checklist																
Notice of SEPA det.																
14-day comment period																
issue determination																
15-day appeal window																
<b>Step 5 (Review &amp; Adoption)</b>																
Stakeholder meetings																
Other Education/Outreach																
PC workshops																
CC workshops																
PC meeting/public hearing																
CC meeting/public hearing(s)																
CC adoption																

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# Major Project Schedule

## Briefing

**City of Oak Harbor  
Planning Commission Report**

Date: January 26, 2016  
Subject: 2016 Comprehensive Plan  
Major Update

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

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As the Planning Commission is aware, the City is currently undertaking three major planning projects:

1. 2016 Comprehensive Plan update
2. Transportation Plan update
3. Windjammer Park Integration Plan

Citizen and Planning Commission comment at the December 2015 meeting noted it would be helpful if staff presented a schedule that depicted how these projects are related to one another from a scheduling and decision-making stand point.

<b>Project</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
<b>2016 Comp Plan</b>	<i>Planning Commission</i> Land Use Goals and Polices	<i>Planning Commission</i> Housing Goals and Policies	<i>Planning Commission</i> Draft Plan, Capital Improvement Plan (CIP), Critical Areas Code	<i>Planning Commission</i> Public hearing on Draft Plan, CIP, Critical Areas Code	<i>Planning Commission</i> Public hearing and recommendation to City Council on draft plan	<i>City Council</i> Public hearing
<b>Transportation Plan</b>	<i>City Council</i> Goals and Policies	<i>Planning Commission</i> Level of Service, Projects	<i>City Council</i> Level of Service, Projects	<i>Planning Commission</i> Briefing on draft plan	<i>Planning Commission</i> Public hearing and recommendation to City Council on draft plan	<i>City Council</i> Public hearing
<b>Windjammer Park Integration Plan</b>	<i>CAG</i> Feedback on park elements  <i>Planning Commission</i> Update	<i>CAG/Community</i> <i>Open House</i> Intro WPIP and prioritized park elements; get feedback  <i>Park Board</i> U pate  <i>Planning Commission</i> Update	<i>CAG/Community</i> <i>Open House</i> Intro 2 park design concepts and get feedback  <i>Park Board</i> <i>Update</i>  <i>Planning Commission</i> Update	<i>CAG</i> Present preferred concept; feedback  <i>Park Board</i> Update  <i>Planning Commission</i> Update  <i>City Council</i> Showcase 2 concepts and get feedback	<i>City Council</i> Action on Windjammer Park Integration Plan	

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