

**PLANNING COMMISSION
REGULAR MEETING
CITY HALL – COUNCIL CHAMBERS
January 27, 2015**

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

Vice Chairman Wasinger called the meeting to order at 7:37 p.m.

ELECTION OF CHAIR AND VICE CHAIR

ACTION: MR. PIERCE MOVED, MS. PETERSON SECONDED, MOTION CARRIED TO NOMINATE GREG WASINGER AS PLANNING COMMISSION CHAIR.

ACTION: MS. PETERSON MOVED, MR PIERCE SECONDED, MOTION CARRIED TO NOMINATE BRUCE FREEMAN AS PLANNING COMMISSION VICE CHAIR.

MINUTES: MR. PIERCE MOVED, MS. PETERSON SECONDED, MOTION CARRIED TO APPROVE THE DECEMBER 9, 2014 MINUTES AS PRESENTED.

PUBLIC COMMENT:

None present for comment.

2015 COMPREHENSIVE PLAN AMENDMENT – Public Hearing

Mr. Wasinger opened the public hearing.

Mr. Kamak displayed a PowerPoint presentation (Attachment 1) and reviewed the Comprehensive Plan amendment process. The items that are currently on the 2015 Comprehensive Plan preliminary docket:

- 2016 Major 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*
- Land Use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue (R132034884830, R132034884940, and R132034885060) – *Sponsored Amendment*

Mr. Kamak presented the review criteria for Comprehensive Plan amendments and indicated that the items on the 2015 docket meet the criteria. Mr. Kamak concluded by recommending that the Planning Commission conduct the public hearing and make a recommendation to the City Council.

Planning Commission Discussion

Planning Commissioners asked if the sponsored amendment for the land use change requires staff resources and does the applicant pay for that. Mr. Kamak indicated that there is an application fee for the application but that is not looked at as compensation for staff resources. It is a service the City provides.

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.

Mr. Wasinger closed the public hearing.

DRAFT COUNTYWIDE PLANNING POLICIES (CWPP) – Public Meeting

Mr. Powers displayed a PowerPoint presentation (PC Attachment 2). Mr. Powers indicated that the Planning Commission was provided the current version of the CWPP in their packet and handed out the legislative edit version of the policies so that the Commission could see the changes that were made. Mr. Powers noted that the Planning Commission has reviewed the purpose, applicability, definitions, goals, general provisions and the Joint Planning Area (JPA) during their December business meeting. Mr. Powers indicated that tonight the Planning Commission would review the Urban Growth Area (UGA) policies and Urban Development policies.

Mr. Powers provided the definition and the purpose of the UGA and covered the main points of the UGA policies.

Planning Commission Discussion

Commissioners asked:

Where does the 50% population growth benchmark come from? Mr. Powers explained that the percentage was what staff thought was appropriate but could be changed.

Is there a definition of major employer by number of employees? Mr. Powers explained that there wasn't and it was purposely left nonspecific because we don't want to limit ourselves and leave some flexibility so we can deal with situations when they arise.

Would we evaluate the UGA when a major employee comes in or vacates the area? Mr. Powers explained that we would not shrink the UGA if a major employer vacated Oak Harbor.

Where does the information in the land capacity analysis come from and how is it done? Mr. Powers explained that the information comes out of the tax rolls. The land capacity analysis is a series of maps with information that is drawn out of the County records. Next month the land capacity analysis will be explained in greater detail.

Mr. Powers moved on to the of Urban Development policies and reviewed the main points of the policies.

Planning Commission Discussion

Planning Commissioners asked for clarification regarding the statement “County will prohibit urban development or that which blocks urban development”. Mr. Powers explained this statement means that the County will send property owners to the City to discuss annexation into the City before developing at urban intensities and lower intensities that make it difficult to develop at urban intensities.

Is there a benefit to the County when properties annex into the City? Mr. Powers explained that development at urban intensity yields greater property tax which benefits the county.

Mr. Powers stated that the Planning Commission will discuss population projections and land capacity analysis at the February 24th meeting and hold the public hearing at the March 24th meeting.

ANNUAL REPORT TO CITY COUNCIL – Public Meeting

Mr. Powers reported that this is a code requirement that the Planning Commission forward an annual report to the City Council. Mr. Power touched on some of the accomplishments in 2014 and the 2015 proposed work program. Mr. Powers asked Planning Commissioners for any recommendations for the City Council which can be included into the report and then forwarded to City Council.

Planning Commission had questions regarding recreational and medical marijuana land uses in the UGA. What happens when the area is annexed into the City and how the City will deal with waste products generated by this type of use. Mr. Power explained that if the facility is allowed as a permitted use under the County regulations and it is annexed into the City but doesn't completely match the City regulations it would be dealt with under the nonconforming use portion of our Code. The Code specifies that businesses can't release anything that is toxic and they have to comply with our sewer and water Code.

ADJOURN: 8:35 p.m.

Minutes submitted by: Katherine Gifford

2015 Comprehensive Plan Amendments

Preliminary Docket



Annual Amendments

- RCW 36.70a.130(2)(a) allows the Comprehensive Plan to be amended no more frequently than once a year
- Oak Harbor has codified the process to consider amendments to the Comprehensive Plan (OHMC 18.15)



Annual Process

- Process begins every year in October with a call for applications
- Application deadline is December 1
- Amendments are compiled into a preliminary docket
- Preliminary Docket is advertised to the public for comments
- Planning Commission holds hearing and makes a recommendation before the end of January
- City Council holds a hearing and takes action before the end of March
- Analysis and public input on the amendments are done between April and August
- Draft amendments are sent to Department of Commerce at the end of August
- SEPA analysis on the amendments are done in September
- Hearing are held on the amendments by Planning Commission in Oct/Nov
- City Council takes action in Nov/Dec



2015 Preliminary Docket

- 2016 Major Update - *mandated*
- Capital Improvements Plan - *mandated*
- Facility Plan for the Wastewater Treatment Plant - *mandated*
- Land Use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue (R132034884830, R132034884940, and R132034885060 - *sponsored*)





Amendment Criteria

- The proposed amendments are consistent with Growth Management Act and the Countywide Planning Policies.
- The proposal does not appear to contradict other elements, goals and policies within the Comprehensive Plan.
- The proposal will implement or further existing goals and policies in the Comprehensive Plan.
- The proposal would correct an inconsistency within or make a clarification to a provision of the Comprehensive Plan.
- The proposed amendments have been clearly defined to determine a fairly accurate scope of work.
- The proposed amendments respond to an expressed desire by the community.
- The public interest would be best served by considering the proposal in the current year.



Recommended Action

- Conduct Public Hearing
- Make a recommendation to the City Council on the 2015 Comprehensive Plan Amendment Docket



Countywide Planning Policies

A Continued Discussion



Planning Commission
2/18/2015

CWPP

- Purpose:
 - Review topics covered to date
 - Discuss Urban Growth Area (UGA) policies
 - Discuss Urban Development policies
 - Address PC questions/comments
- Note: Latest draft in packet



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CWPP

Topics discussed to date:

- Purpose
- Applicability
- Definitions
- Countywide Planning Goals
- Countywide Planning Policies
 - General Provisions
 - Joint Planning Area



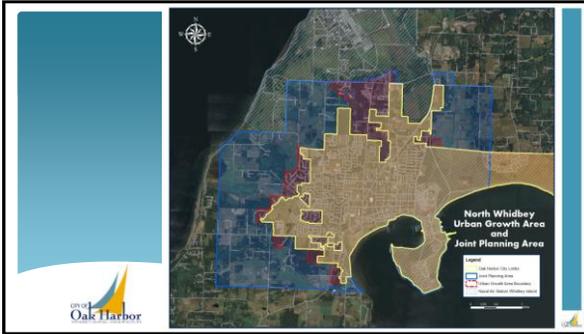
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CWPP

- Reminder ~ Joint Planning Area (JPA):
 - Areas immediately outside of UGA
 - Reserve areas for future urban growth
 - Protect areas of long term rural significance
 - Planning areas beyond 20-year horizon



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CWPP

- UGA Policies – Main Points
 - UGA definition:
 - Areas where urban growth encouraged
 - Outside of which growth must be rural or not urban
 - May include non-municipal UGAs (e.g. Freeland)
 - Purpose: provide for 20 years of growth
 - Key point: *where* urban growth/development occurs


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CWPP

- UGA Policies – Main Points
 - Expansion of a UGA is a significant undertaking
 - Generally considered only during periodic update
 - 8 year cycle per GMA
 - Review based on 20 year population projection



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CWPP

- UGA Policies – Main Points
 - Within cycle: demonstrate additional land necessary for next 20 year horizon
 - Outside cycle: demonstrate additional land necessary for current 20 year horizon
 - Unexpected population growth
 - Change at NASWI
 - Major employer



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CWPP

- UGA Policies – Main Points
 - Sized to include only land necessary for 20 year horizon
 - Consider alternatives before expanding:
 - Increasing densities
 - Altering uses allowed by zoning code
 - Alternatives must be viable
 - May consider local economic, social & market factors



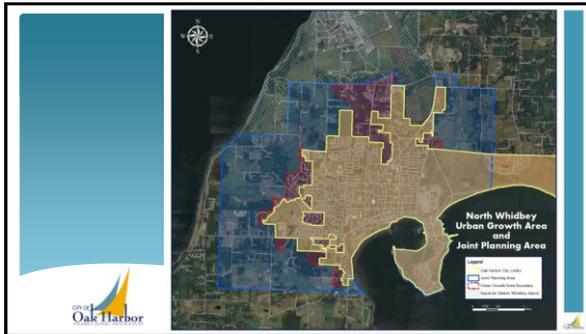
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CWPP

- UGA Policies – Main Points
 - If modification necessary, use JPA hierarchy:
 - First choice: lands identified for potential growth
 - Last choice: lands extensively constrained by critical areas
 - City or private party may request modification
 - If outside of periodic cycle; utilize County docket process
 - Request requires current land capacity analysis



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CWPP

- Urban Development Policies – Main Points
 - Urban development only in UGAs/municipalities (big GMA point!)
 - Cities responsible for adopting rules to achieve
 - Urban character (efficient use of land)
 - Urban services
 - Key point: *how* urban growth/development occurs


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CWPP

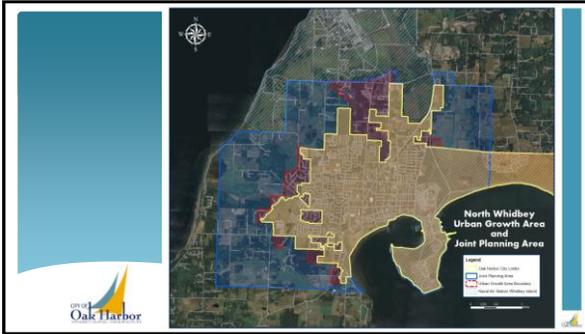
- Urban Development Policies – Main Points
 - Increase % of urban each periodic update cycle
 - Cities adopt annexation policies
 - Urban growth regulated by cities


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CWPP

- Urban Development Policies – Main Points
 - Unincorporated UGA – land designated UH by County
 - Once annexed, assigned city zoning
 - County will prohibit urban development or that which blocks urban development


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CWPP

- Planning Commission discussion and questions

City of Oak Harbor logo in the bottom left corner.

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A presentation slide with a blue background and a white border. The title "CWPP" is centered at the top in white. Below the title is a bulleted list of items. At the bottom left is the City of Oak Harbor logo, and at the bottom center is the text "Planning Commission 2/18/2015 21".

CWPP

- February 24th meeting
 - Review as necessary
 - Population Projections and Land Capacity Analysis
- March 24th meeting
 - Public hearing

 **City of Oak Harbor**

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