



NOTICE OF WORKSHOP MEETING

NOTICE IS HEREBY GIVEN that the Oak Harbor City Council will tour the Animal Control Facility at 2725 NE Goldie Road on Wednesday, October 23, 2013, at 2:00 p.m. followed by a Workshop Meeting at 3:00 p.m. to discuss the following agenda items. The meeting will be held in the Council Chambers, 865 SE Barrington Drive.

DATED this 18th day October 2013.

Valerie J. Loffler, City Clerk

The City Council may meet informally in workshop sessions (open to the public) to do concentrated strategic planning, to review forthcoming programs of the City, receive progress reports on current programs or projects, or receive other similar information from the City Administrator, provided that all discussions and conclusions thereon shall be informal. Council shall make no disposition of any item at a workshop meeting. Public comment is not normally allowed at workshop meetings, although Council may allow, or request participation.

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WORKSHOP MEETING CITY COUNCIL AGENDA

October 23, 2013

2:00 p.m.

2:00 p.m. TOUR OF ANIMAL CONTROL FACILITY
2725 NE Goldie Road

3:00 p.m. WORKSHOP MEETING

1. Public Comment
2. Pending Agenda Items
 - a. Sign Code Amendment - Electronic Message Centers (Ordinance 1674, 11/06/13)
 - b. Economic Development Strategy and Action Plan (11/19/13)
 - c. Binding Site Plan (Ordinance 1657, 11/19/13)
3. Emerging Issues
 - a. 2014 Legislative Outreach – Priorities and Strategies
 - b. City-Owned Properties
 - c. Opt-out/Salaries – Next Steps
 - d. Future Search Conference
 - e. November and December Workshop Dates

Memo

To: Mayor and City Council
From: Steve Powers, Director *SP*
CC: Larry Cort, City Administrator
Date: October 23, 2014
Re: Electronic Message Center Signs – Sign Code Amendment

Over the years, the City's sign code (OHMC 19.36) has gradually included regulations to allow electronic message center signs in certain zoning districts and under certain regulations. The first regulations adopted in 2003 provided for electronic reader board signs in the Public Facilities zoning district. The idea behind this code revision was to allow public uses such as schools the ability to display public service messages that could be easily changed. The next set of code amendments in 2009 expanded the use of these signs to certain commercial districts, provided for a wider range of sign displays and matched the industry standard for codes at that time. Since that time the community has seen a gradual increase in the number of electronic message center signs being used by local businesses.

The present code amendment was initiated in response to a request from the Mayor's Economic Development Committee. The Committee asked the City to review the existing regulations and update them to reflect current technology and the current state of sign regulations. With an increase in their usage, and improvement in technology, the Committee believed that the code could be amended to better meet the business community's needs.

Beginning in January 2013 and continuing through until last month, the Planning Commission has worked to develop a draft code that responds to today's business needs and technology and is more consistent with other codes. Staff has assisted the Commission identify and address a variety of size, placement, location and operational issues (including sign brightness, hours of operation, and minimum duration of graphics, images and text) associated with electronic message center signs. The attached draft code is the result of those efforts.

Staff will brief the City Council on the draft code during the workshop.

ORDINANCE NO. 1674

AN ORDINANCE OF THE CITY OF OAK HARBOR AMENDING CHAPTER 19.36 OF THE OAK HARBOR MUNICIPAL CODE ENTITLED "SIGN CODE" TO ALLOW FOR ELECTRONIC MESSAGE CENTER SIGNS WITH VIDEO, ANIMATION, GRAPHIC AND IMAGE CAPABILITIES.

WHEREAS, the City's Comprehensive Plan, Land Use Element, Goal 1 says: "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."

WHEREAS, the City's Comprehensive Plan, Land Use Element, Policy 1(d) says: "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," and;

WHEREAS, the City's Comprehensive Plan, Land Use Element, Policy 1(e) says "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" and;

WHEREAS, the City's Comprehensive Plan, Urban Design Element, Policy 5(c) says "Free standing business signs should be consistent with the speed limit of roadways, and the character of land use districts."

WHEREAS, the City of Oak Harbor Comprehensive Plan, Economic Development Element, Goal 3 says: "Increase Oak Harbor's market share of retail sales to reduce the economic leakage off island."

WHEREAS, the City of Oak Harbor conducted a public hearing before the Planning Commission on April 23, May 28, June 25, July 23, August 27 and September 24, 2013. The public hearing was closed on September 24, 2013. Public meetings were held before the Planning Commission on January 22, February 26, and March 26, 2013 and;

WHEREAS, the Oak Harbor Planning Commission recommended approval of the subject ordinance to the City Council and;

WHEREAS, the City of Oak Harbor issued Notice of Application on April 27, 2013 and a Determination of Non-Significance (DNS) on June 5, 2013 for a SEPA Environmental Checklist in accordance with Chapter 43.21 RCW and;

THE CITY COUNCIL OF THE CITY OF OAK HARBOR do ordain as follows:

Section One. Section 19.36.020 of the Oak Harbor Municipal Code last amended by Ordinance 1640 section 1 in 2012 is hereby amended to read as follows:

19.36.020 Definitions.

- (1) "Abandoned sign" means a sign which no longer identifies or advertises a bona fide business, lessor, service, owner, product, or activity, and/or for which no legal owner can be found.
- (2) "Animation" means the use of movement or some element thereof, to depict action or create a special effect or scene.
- (3) "Area or surface area of sign" means the greatest area of a sign on which copy or artwork can be placed and not just the portion of which is covered by letters or symbols, enclosed within not more than three circles, rectangles or squares, or any combination of these forms which produces the smallest area. Sign structure, architectural embellishments, framework and decorative features which contain no written or advertising copy and are not internally lighted shall not be included.
- (4) "Architectural blade" means a projecting sign with no exposed legs or braces, designed to look as though it could have been part of the building structure rather than something suspended from the building.
- (5) "Banner" means a flexible material (i.e., cloth, paper, vinyl, etc.) on which a sign is painted or printed.
- (6) "Billboard" means outdoor advertising signs containing a message, commercial or otherwise, unrelated to any use or activity on the property on which the sign is located, but not including directional signs as defined herein.
- (7) "Building line" means a line established by ordinance defining the limits of buildings in relation to streets. A building line in some instances may coincide with the property line. "Building line" is sometimes referred to as "required setback line."
- (8) "Building-mounted sign" means a single- or multiple-faced sign attached to the face of a building or marquee.
- (9) "Campaign sign" means a sign which exclusively and solely advertises a candidate or candidate's public elective office, a political party, or promotes a position on a ballot issue.
- (10) "Canopy" means a freestanding structure affording protection from the elements to persons or property thereunder.
- (11) "Canopy sign" means any sign erected upon, against or directly above a canopy.
- (12) "Commercial sign" means a sign containing expression related to the economic interests of the advertiser and its audience or a sign proposing a commercial transaction.
- (13) "Construction sign" means an information sign which identifies the architect, engineers, contractors and other individuals or firms involved with the construction of a building, or announcing the character of the building or enterprise, which is erected during the building construction period.
- (14) "Electronic message center" means a sign capable of displaying words ~~or~~ symbols, graphics, images, or video that can be electronically or mechanically changed by remote or automatic means. An electronic message center is considered a primary

- sign and may be either freestanding or building-mounted. Electronic message center signs do not include gas station reader boards.
- (15) “Flashing” means pattern of changing light illumination where the sign illumination alternates suddenly between fully illuminated and fully non-illuminated for the purpose of drawing attention to the sign. Flashing is not permitted in any zoning district.
- (16) “Frame effect” means a visual effect on an electronic message center applied to a single frame to transition from one message to the next. Such usage must comply with the 2-1-2 provision.
- (17) “Freestanding sign” means a single- or multiple-faced sign supported from the ground by one or more columns, uprights or braces. Freestanding signs include monument, pylon and pole signs.
- (18) “General promotions” means events which occur on a regular basis in retail business for the purpose of boosting sales, attracting new business, selling of certain items (i.e., year-end, seasonal sales, civic events, etc.).
- (19) “Grade” means the elevation or level of the street closest to the sign to which reference is made, as measured at the street’s centerline, or the relative ground level in the immediate vicinity of the sign.
- (20) “Grand openings and anniversaries” means events that are held on a once-per-year basis for the purpose of advertising grand openings, ownership changes, or anniversaries.
- (21) “Height” or “height of sign” means the vertical distance from the grade to the highest point of a sign or any vertical projection thereof, including its supporting columns, or the vertical distance from the relative ground level in the immediate vicinity of the sign.
- (22) “Incidental sign” means a single- or double-faced sign not exceeding four square feet in surface area of a noncommercial nature, intended primarily for the convenience of the public. Included are signs designating restrooms, address numbers, hours of operation, public telephone, etc. Also included are signs designed to guide pedestrian or vehicular traffic to an area or place on the premises of a business, building or development. Also included are building directories with the letters not to exceed four inches in height. (See OHMC 19.36.100.)
- (23) “Marquee” means a covering structure projecting horizontally from and attached to a building, affording protection from the elements to persons or property thereunder.
- (24) “Monument sign” means a primary freestanding sign, generally mounted on a solid base. Monument signs shall not contain or include reader boards.
- (25) “Multiple-occupancy building” means a single structure housing more than one type of retail business office or commercial venture.
- (26) “Multiple-occupancy complex” means a group of structures housing more than one type of retail business, office or commercial venture and generally under one ownership and control.
- (28) “Nit” means a luminance unit equal to one candle per square meter measured perpendicular to the rays from the source.

- ~~(27)~~(2829) “Noncommercial public service sign” means noncommercial signs devoted to religious, charitable, cultural, governmental or educational messages, including, but not limited to, the advertising of events sponsored by a governmental agency, a school, church, civic or fraternal organization or other organizations engaged in activities for profit.
- ~~(28)~~(2930) “Occupant” means the person, firm or corporation that occupies the land or building.
- ~~(29)~~(310) “Office building” means an office building in the commercial and residential-office land use districts as defined by the Oak Harbor zoning ordinance.
- ~~(30)~~(3132) “Parapet” means that portion of a building wall which extends above the roof of the building.
- ~~(31)~~(3233) “Penthouse” means a structure on top of a building roof such as houses an elevator shaft or similar form.
- ~~(32)~~(3334) “Pole sign” means a primary freestanding sign where the sign is supported by a pole or other similar structural element that is substantially narrower than the width of the sign.
- ~~(33)~~(3435) “Political free speech sign” means a sign which promotes a position on a public or social issue.
- ~~(34)~~(3536) “Primary sign or signs” means all signs, including freestanding signs, of a user which are not exempt (see OHMC 19.36.100), or which do not come within the category of incidental signs (see OHMC 19.36.030 and subsection (22) of this section) or temporary or special signs (see 19.36.080). The term “primary sign” is intended to include virtually all signs of a commercial nature.
- ~~(35)~~(3637) “Property line” means the line denoting the limits of legal ownership of property.
- ~~(36)~~(338) “Pylon sign” means a primary freestanding sign other than a pole sign with the appearance of a solid base. The base of a pylon sign shall be distinctive in appearance from the sign area.
- (39) “Public service information” means amber alerts or information about community events sponsored by a government or non-profit.
- ~~(37)~~(3840) “Reader board” means a sign or part of a sign on which the letters are readily replaceable such that the copy can be changed from time to time at will.
- ~~(38)~~(41) “Right-of-way” means either a publicly owned fee, an easement or privilege to traverse over land. A right-of-way is for public travel. Rights-of-way may be opened or unopened, and when open usually contain street improvements.
- ~~(39)~~(42) “Roof sign” means any sign erected upon, against or directly above a roof or on top of or above the parapet of a building, including a sign affixed to any structure erected upon a roof, including a structure housing building equipment.
- ~~(40)~~(43) “Sign” means any letters, figures, design, symbol, trademark or device intended to attract attention to any activity, service, place, subject, person, firm, corporation, public performance, article, machine or merchandise whatsoever. Sources of light used primarily to illuminate a sign, or a building, or ground surrounding the building, shall not be considered signs themselves; provided, however, that sources of light used primarily to attract attention to the light itself or

as a decorative feature of the display shall be considered as part of the sign. Lighted canopies, with the exception of the signed portion, shall not be considered signs themselves. Excluded from the definition are official traffic signs or signals, sheriff's notices, court notices or official public notices and the flag of a government or noncommercial institution, and signs not visible from the street or sidewalk (see OHMC 19.36.100 for more detailed treatment of exempt signs), and religious symbols.

~~(41)~~(42)~~(44)~~ "Single-occupancy building" means a commercial building or structure with one major enterprise, generally under one ownership. A building is classified as single-occupancy only if:

- (a) It has only one occupant;
- (b) It has no wall in common with another building;
- (c) No part of its roof in common with another building.

~~(42)~~(45) Special Signs. See "Temporary and Special Signs."

~~(43)~~(44)~~(46)~~ "Special projection sign" means a sign no larger than six square feet projecting out from the side of a building.

~~(44)~~(47) "Street" means any automobile thoroughfare so designated by city ordinance. "Street" includes portions thereof used for parking.

~~(45)~~(48) "Subdivision signs" means signs used to identify a land development which is to be or was accomplished at essentially one time.

~~(46)~~(49) Surface Area. See "Area or surface area of sign."

~~(47)~~(50) "Surface area of facade" means the area of that front, side or back elevation, including doors and windows, but excluding any roof area and structures or elevators or air conditioning equipment thereon; provided, that in the case of a roof sign, the surface area of facade shall be the area of that front, side or back immediately beneath the roof, including doors and windows, but excluding the roof area and structures for elevators or air conditioning thereon.

~~(48)~~(51) Temporary and Special Signs. "Temporary and special signs" are those which are not defined as "primary signs" or "incidental signs" by this chapter. Different types of temporary and special signs include, but are not limited to, construction signs, grand opening displays, real estate signs, open house signs, residential land subdivision signs, subdivision directional signs, A-frame signs, political signs, and campaign signs (see OHMC 19.36.080).

(52) Transition. "Transition" means the time interval between display changes of graphics, text, messages, or images on electronic message center signs.

~~(49)~~(53) Transitory signs. Transitory signs, also known as "human signs," are those carried by or worn by a human being usually for the purposes of a protest, demonstration, rally, or other similar event.

~~(50)~~(54) "Video" means the use of live action footage shot with a video camera or similar device which is sized to fit and be displayed by an electronic message center or similar device. ~~The use of video is not permitted in any zoning district.~~

~~(51)~~(52) ~~"Video board" means an electronically activated sign that creates the effect of motion or animation, except as allowed by this chapter for changing electronic message signs which are in compliance with the 2-1-2 provision, and the prohibition of RGB technology. Video board signs are not permitted in any zoning district.~~

~~(52)~~(55) “Way open to public” means any paved or unpaved area on private property open to the general public for driving or parking.

~~(53)~~(556) “Window sign” means all signs located inside and affixed to or within three feet of windows of a building, whether temporary or permanent, except lighted signs of a commercial advertisement nature which may be viewed from the exterior of the building. The term does not include merchandise located within three feet of a window. Lighted window signs shall be included in determining the number of primary signs and in determining the permissible sign area for each facade. Does not include incidental signs. (See OHMC 19.36.030.)

Section Two. Section 19.36.030 of the Oak Harbor Municipal Code last amended by Ordinance 1553 section 3 in 2009 is hereby amended to read as follows:

19.36.030 Business district signs – Zones CBD, CBD-1, CBD-2, C-3, C-4 and C-5.

(1) General.

- (a) In general, this city takes the view that signs should be scaled to the building to which the sign is related. Accordingly, in the following sections will be found regulations on the area, number and height of signs, which are a function of the size of the building to which the sign is related.
- (b) Any single-occupancy building in the business district shall be permitted the primary signs described in subsections (2) through (6) of this section. No more than one freestanding sign is permitted per single-occupancy building unless the building faces on more than one street (see subsection (4) of this section), and is not a part of a multiple-building complex.
- (c) Each occupant in a multiple-occupancy building in the business district shall be permitted the primary signs described in subsections (2) through (5) of this section and the incidental signs described in subsection (6) of this section except that no more than one freestanding sign is permitted per multiple-occupancy building unless the building faces more than one street (see subsection (4) of this section), and is not part of a multiple-building complex.
- (d) Each occupant in a multiple-building complex in the business districts, which is composed of single- and/or multiple-occupancy buildings, shall be permitted the primary signs described in subsections (2) through (5) of this section and the incidental signs described in subsection (6) of this section except that no more than one freestanding sign is permitted per multiple-building complex, unless the building faces on more than one street. (See subsection (4) of this section.)
- (e) Each enterprise shall display and maintain on-premises street address number identification. (See subsection (6) of this section.)
- (f) A multiple-building complex encompassing at least five acres may display one complex identification sign along with each right-of-way which provides direct access to the complex. Each sign may not exceed 75 square feet in surface area and 25 feet in height. Each sign is subject to the sight distance requirements of the zoning ordinance.

- (2) **Setback Limitations – Freestanding Signs.** Except as otherwise provided in this section, the size of any freestanding sign shall not exceed the following limits, based on the setback of the sign from the front property line:

Minimum Setback: 5 feet from front property line
 Maximum Area: 100 square feet (per side)

- (a) **Sign Height – Freestanding Signs.** Except as otherwise provided in this section, the height of any freestanding sign shall not exceed the following limits, based on the sign setback of the sign:

Maximum Height: 25 feet

A minimum height of eight feet from grade to the bottom of the sign is required, for signs greater than 48 square feet, to ensure adequate sight lines for signs closer than 10 feet to the front property line.

- (b) **Facade Limitations, Building-Mounted Signs, Roof or Canopy-Mounted Signs.** The surface area of any building-mounted sign and roof or canopy-mounted sign shall not exceed the figures derived from the following schedule:

Relevant Surface Area of Facade as Determined Pursuant to OHMC 19.36.020(40) (sq. ft.)	Maximum Sign Surface Area for That Facade
Below 100	25 percent of facade
100 – 199	26 sq. ft. + 11 percent of facade area over 100 sq. ft.
200 – 499	38 sq. ft. + 12 percent of facade area over 200 sq. ft.
500 – 999	75 sq. ft. + 11 percent of facade area over 500 sq. ft.
1,000 – 1,499	131 sq. ft. + 7.5 percent of facade area over 1,000 sq. ft.
1,500 – 2,999	169 sq. ft. + 2.5 percent of facade area over 1,500 sq. ft.
Over 3,000	206 sq. ft. + 1.5 percent of facade area over 3,000 sq. ft. to a maximum of

	300 sq. ft.
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In multiple-occupancy buildings the facade area for each occupant is derived by measuring only the surface area of the exterior facade of the premises actually used by the occupant, and the sign displayed by the occupant must be located on the facade used to determine the size of the sign, except as provided in this section.

Unused sign surface area for a facade may be used by any tenant or user within the same multiple-occupancy building, if:

- (i) The applicant files with the city a written statement signed by the tenant or user permitted to utilize that sign area under this code permitting the applicant to utilize the unused sign surface area;
- (ii) The display of a sign on that facade by the nondependent sign user will not create a significant adverse impact on dependent sign users of that facade;
- (iii) The display of the nondependent sign is necessary to reasonably identify the use, and the provisions of this code do not provide the use with adequate sign display options.

In no case may the maximum sign surface area permitted on a building facade be exceeded.

- (c) **Sign Height – Building-Mounted Signs.** The height of any building-mounted sign shall not extend above the highest exterior wall of the building to which the sign relates.
- (3) **Number of Primary Signs.** The permissible number of signs for each occupant is dependent upon the surface area of the largest single facade of the building that is under his control. The permitted number of signs is as follows (not including incidental signs):

Surface Area of Largest Facade	Maximum Number of Signs
Less than 999 sq. ft.	3
1,000 – 2,999	4
3,000 and over	5

Buildings or occupants with more than 3,000 square feet on any face, with several clearly differentiated departments, each with separate exterior entrances, are permitted one sign for each different department with a separate exterior entrance, in addition to the five allotted.

- (4) Buildings on More Than One Street. Buildings facing on more than one street are entitled to a bonus in primary signage, depending on whether the building is on two intersecting streets or whether it extends through a block so as to face on two different parallel streets, as defined in subsections (4)(a) and (4)(b) of this section.
 - (a) Buildings on Intersecting Streets. When a building is located on intersecting streets, two freestanding signs are permitted if they are located on two different streets and are separated more than 100 feet measured in a straight line between signs. Otherwise, only one freestanding sign is permitted and must meet the setback limitation under subsection (2) of this section.
 - (b) Buildings Facing on Two Parallel Streets. Single-occupancy buildings that extend through a block to face on two parallel streets with customer entrances on each street are permitted the sign area allowed under subsections (2)(a) and (2)(b) of this section, and the sign number under subsection (3) of this section for each end of the building facing on a street; provided, however, that no more than one freestanding sign is permitted per building unless such signs are located on two different streets and are separated more than 100 feet measured in a straight line between the signs. No more than two freestanding signs are permitted in such case.
- (5) Types and Placement of Primary Signs. The permissible types of primary signs, their placement and other limitations are as follows:
 - (a) Freestanding Signs.
 - (i) Freestanding signs shall be wholly located within the center two-thirds of the frontage of the property on the street or 15 feet from the adjacent property line, whichever provides the longer distance from the closest part of the sign to the adjacent property line; provided, however, that a freestanding sign may be located within five feet of the property line with the written consent of the title holder of the adjacent property. If such consent is obtained, the consenting party or his successors or assigns may not place a freestanding sign on his property within 20 feet of the first freestanding sign.
 - (ii) A freestanding sign located five feet from the property line shall be wholly behind the five-foot setback, and a freestanding sign located at the building line shall be wholly behind the building line.
 - (iii) Any freestanding sign must be integrated. That is, all elements of the sign must be incorporated in a single design. Auxiliary projections or attachments not a part of a single design are prohibited.
 - (b) Building-Mounted Signs.
 - (i) Any building-mounted sign shall not project more than five feet from the face of the building to which the sign is attached. Any structural supports shall be an integral part of the design or concealed from view.
 - (ii) Any building-mounted signs shall be limited in content and message to identifying the building and the name of the firm, or the major enterprise, and principal product and/or service information.

- (iii) Special projection signs are permitted within the CBD and are allowed in addition to permitted signage. Special projection signs are limited to one per business and shall be attached to the building. The bottom of the sign shall be at least seven feet above the sidewalk.
- (c) Roof Signs.
 - (i) All such signs must be manufactured in such a way that they appear as an architectural blade or penthouse and are finished in such a manner that the visual appearance from all sides is such that they appear to be a part of the building itself.
 - (ii) All roof signs shall be installed or erected in such a manner that there shall be no visible angle-iron support structure.
- (d) Canopy Signs.
 - (i) All such signs shall be manufactured in such a way that they appear as an architectural blade or penthouse and are finished in such a manner that the visual appearance from all sides is such that they appear to be part of the building itself.
 - (ii) All canopy signs shall be installed or erected in such a manner that there shall be no visible angle-iron support structure.
- (e) Monument Signs. Monument signs shall not exceed eight feet in height measured from the finished grade to top of the sign and not exceed 32 square feet in area. Monument signs shall be located within the center two-thirds of street frontage. Signs may be located up to the front property line when there is no sight visibility obstruction from driveways or intersections caused by placement of the sign.
- (f) Pylon Signs.
 - (i) Pylon signs shall not exceed 10 feet in height measured from the finished grade to top of the sign and not exceed 48 square feet in area. Pylon signs shall be located within the center two-thirds of street frontage. Signs may be located up to the property line when there is no sight visibility obstruction from driveways or intersections caused by placement of the sign.
 - (ii) If a pylon sign is used instead of a pole sign an additional 15 percent of wall signage area over that than otherwise permitted shall be allowed. The additional square footage may be used on any facade that permits wall signage.
- (g) Electronic Message Center Signs. Stationary electronic message center signs and other changeable copy signs may be incorporated in the permanent signage for a business or development in the ~~C-3, C-4 and C-5~~ C-3, C-4, and C-5 zoning districts. Said signs shall meet the following standards:
 - (i) Electronic message center signs ~~The sign~~ shall follow the standards established in subsections (2) through (5) of this section above except where further modified by the specific provisions in this subsection entitled "Electronic Message Center Signs."

- (ii) Only one such sign shall be used in a development ~~and it shall not exceed 50 percent of the sign area for that sign;~~
- (iii) Size. Electronic message center signs shall be included in the maximum sign area allowed for the business or development under 19.36.030(2 and 3). However, in no case shall an electronic message center sign exceed 100 square feet in size. Additionally, electronic message center signs can comprise 100 percent of a building mounted primary sign, no more than 75 percent of a monument primary sign, and no more than 50 percent of a pole or pylon primary sign.
- ~~(iii) The electronic message center sign shall be included in the maximum number of signs or sign area allowed for the business or development;~~
- ~~(iv) Freestanding electronic message center signs shall be constructed~~The sign shall be constructed as an integral part of a permanent sign constructed on site, except as permitted under subsection (5)(g)(~~xviii~~) of this section. "Integral" shall be considered to be incorporated into the framework and architectural design of the permanent sign;
- (v) Electronic message center signs may be used only to advertise activities or goods or services available on the property on which the sign is located, or to present public service information;
- ~~(vi) No segmented message shall last longer than 12 seconds~~
- (vi) Animation and video. Animation and video are permitted on electronic message center signs. Animation and video must be steady and avoid shaking, trembling, quavering, or quaking effects. Animation and video cannot portray action or movement at speeds faster than what occurs in real life. Displays shall not appear to flash, undulate, or pulse, or portray explosions, fireworks, flashes of light, or blinking or chasing lights.
- (vii) Duration. The entirety of a message, text, graphic, image or video, including message segments, must remain on-screen for a minimum of two seconds. There is no maximum duration for messages, text, graphics, images, or video.
- (viii) Transitions. Instantaneous transitions of colors, graphics, text, or images are prohibited. When the sign is transitioning between colors, graphics, images, or text the transition must occur within one second and no less than 0.5 seconds. This provision shall not be interpreted to prohibit video.
- (vix) Scrolling or moving text is prohibited.
- (vix) Color. Color may be used in electronic message center signs. However, white backgrounds are prohibited.
- ~~(vix) Only those changing electronic message signs utilizing monochrome colors such as white, red or amber shall be permitted. No RGB (red-green-blue) technologies or other multicolored display shall be~~

~~permitted in an electronic message center sign in a manner that would create a video board. This subsection does not prohibit the use of color in a sign that is not a video board;~~

- ~~(viii)xi) No changing electronic message center may contain the use of animation, video or flashing as defined in this chapter;~~
- ~~ix) Changing electronic message signs shall maintain a 2-1-2 transition frequency. "2-1-2" means a message display time of a minimum of two seconds, a transition time between messages of a maximum of one second, followed by a message display time of a minimum of two seconds with all segments of the total message to be displayed within 10 seconds. Displays which scroll onto the signboard must hold for a minimum of two seconds including scrolling. Frame effects may be used for the purpose of transition~~
- (xi) Orientation. Freestanding electronic message center signs must be directed away from adjacent residentially zoned or open space zoned properties including properties across a public right-of-way. No electronic message center sign may be located closer than 100 feet from residentially zoned or open space zoned properties as measured from the sign location to the nearest property line of the residential or open space zoned property.
- ~~x) Electronic message center signs shall come equipped with automatic dimming technology which automatically adjusts brightness because of ambient light conditions;~~
- (xii)(xi) Brightness/Luminance. The brightness of electronic message center signs shall not exceed the standards specified herein.

<u>Zone</u>	<u>Luminance/Brightness Level</u>
<u>C3</u>	<u>1,500 nits night/13,000 nits day</u>
<u>C4</u>	<u>1,500 nits night/13,000 nits day</u>
<u>C5</u>	<u>1,500 nits night/13,000 nits day</u>

Digital signs shall come equipped with automatic dimming technology. Owners of digital signs shall include a signed letter accompanying their permit application certifying that they will not tamper with the settings of the sign so as to exceed the brightness standards specified herein. The brightness of the sign shall be measured with the electronic message center turned off and then again with the sign turned on displaying a white image for a full color sign or a solid message for a monochrome sign.

~~The owners of electronic message center signs shall include a signed letter accompanying their permit application, certifying that they will not tamper with the manufacturer preset automatic brightness levels on such signs;~~

- ~~(xiii) For locations adjacent to a residential use or district electronic displays shall be turned off between the hours of 10:00 p.m. and 6:00~~

~~a.m.~~; Hours of operation. Electronic message center sign displays must be turned off between the hours of 11:00 p.m. and 6:00 a.m. when located 100 feet from a residentially zoned property.

(xiv) Angle. Electronic message center signs shall be mounted perpendicular to the ground.

(xv). Malfunction. If the electronic message center sign malfunctions so as to affect the normal function and display of the sign, the sign is required to be turned off until function has been restored.

(xvi) A single, portable (nonstationary) electronic message center sign may be located in the window of a business subject to the provisions of subsection (5)(g) of this section. The portable sign shall comply with the provisions of subsections (5)(g)(v) through (ixvi) of this section.

(xvii). Non-conforming electronic message centers must be brought into conformance with brightness and hours of operation standards within one year of the adoption of this code.

- (6) Incidental Signs. "Incidental signs" means signs less than four square feet in surface area, of a noncommercial nature, intended primarily for the convenience of the public. Included are signs designed to guide or direct pedestrian or vehicular traffic to an area, place or convenience; designating restrooms, address numbers, hours of operation, entrances to a building, directions, help wanted, public telephone, etc. Also included in this group of signs are those designed to guide or direct pedestrians or vehicular traffic to an area or place on the premises of a business, building or development by means of a directory designating names and addresses only.
- (7) Directional Signs. Directional signs to give the traveling public specific information as to gas, food or lodging available on a crossroad with the state highway may be erected in accordance with RCW 47.42.046 and 47.42.047.
- (8) Gasoline Price Signs. Gasoline price signs shall be located greater than five feet from the property line and must be permanently anchored. Such signs may be freestanding, may be attached to marquees or canopy columns, or may be reader boards. The sign area shall not exceed 20 square feet, and no more than one such sign for each street frontage is permitted. Gasoline price signs shall not be included in determining the number of primary signs, nor in determining the permissible number of freestanding signs.
- (9) Window Signs. The total surface area of all window signs excluding lighted signs shall not exceed 50 percent of the window area. Such signs shall not be included in determining the number of primary signs, nor in determining the permissible sign area for each facade. Window signs do not require permits.
- (10) Signs for Nonconforming Buildings or Uses. There remain in the city some buildings which were built prior to enactment of Oak Harbor's present zoning ordinance. Generally, under the city zoning ordinances, these legal nonconforming buildings or uses are allowed to remain unless they are altered or improved. As few of these nonconforming buildings are located behind the building line as determined by ordinances currently in effect, almost no signing would be possible under the foregoing sign code provisions. Therefore, this section provides for a partial

relaxation of the standard sign requirements for signs on legal nonconforming buildings, only so long as the buildings or uses remain legally nonconforming under provisions of the Oak Harbor zoning code.

- (11) Permitted Signs on Legally Nonconforming Buildings. All provisions of the sign code for business district signs apply to signs on nonconforming buildings or uses with the following exceptions:
 - (a) Building-mounted signs may project over the building line, but shall not approach a street closer than five feet. Such signs may extend five feet from the face of the building to which attached and shall have a maximum clearance over sidewalk below of eight feet, six inches.
 - (b) Legally nonconforming buildings are allowed the same sign area as other buildings zoned as commercial districts, as per this section.

19.36.040 Residential/office district and neighborhood commercial district signs – RO and C-1 zones.

(1) General. ~~Subsections 1-4 This section~~ applies only to office and apartment buildings in RO and buildings in C-1 zones of the city. Such buildings in other zones are governed by the sign regulations of the applicable zone. As the RO and C-1 zones are primarily placed as a buffer between CBD, C-3, C-4 and C-5 business district zones and residential zones, the permissible signs are scaled down from those allowed in business districts.

(2) Setback Limitations – Freestanding Signs. The size of any freestanding sign in an RO or C-1 district shall not exceed the following limits, based on the sign setback of the sign:

Minimum Setback: 5 feet from front property line

Maximum Area: 35 square feet (per side)

(a) Sign Height – Freestanding Signs. The height of any freestanding sign in an RO or C-1 district shall not exceed the following limits, based on the sign setback of the sign:

Maximum Height: 15 feet

(b) Facade Limitations – Building-Mounted Signs, Roof and Canopy-Mounted Signs. The surface area of any building-mounted sign and roof or canopy-mounted sign in the RO and C-1 districts shall not exceed the figures derived from the following schedule:

Relevant Surface Area of Facade as Determined Pursuant to OHMC 19.36.020(40) (sq. ft.)	Maximum Sign Surface Area for That Facade
Below 100	20 percent of the sign area
100 – 199	21 sq. ft. + 9 percent of facade area over 100 sq. ft.
200 – 499	30 sq. ft. + 10 percent of facade area over 200 sq. ft.
500 – 999	60 sq. ft. + 9 percent of facade area over 500 sq. ft.
Over 1,000	105 sq. ft. maximum

In multiple-occupancy buildings the facade area for each occupant is derived by measuring only the surface area of the exterior facade of the premises actually used by the tenant or user, and the sign displayed by that tenant or user must be located on the facade used to determine the size of the sign, except as provided in this section.

Unused sign surface area for a facade may be used by any tenant or user within the same multiple occupancy building, if:

- (i) The applicant files with the city a written statement signed by the tenant or user permitted to utilize that sign area under this code permitting the applicant to utilize the unused sign surface area;
- (ii) The display of a sign on that facade by the nondependent sign user will not create a significant adverse impact on dependent sign users of that facade;
- (iii) The display of the nondependent sign is necessary to reasonably identify the use, and the provisions of this code do not provide the use with adequate sign display options.

In no case may the maximum sign surface area permitted on a building facade be exceeded.

- (c) **Sign Height – Building-Mounted Signs.** No building-mounted sign in the RO or C-1 district, regardless of type, shall exceed a height of 20 feet above grade, or above the height of the building to which it is attached, whichever is less.
- (d) **Limitation.** Any freestanding or building-mounted sign located in these districts shall be limited in content and message to identify the building and the name of the firm, or the major enterprise, and the principal service or

product of the business without references to prices or the characteristics of the product or services offered.

- (3) **Number of Signs.** In the RO and C-1 districts no more than two primary signs are permitted for buildings facing on one street, only one of which may be freestanding. Buildings or building complexes on street corner locations may have two freestanding signs only if they are located on two different streets and are separated more than 100 feet, measured in a straight line between the signs. Buildings or building complexes which extend a block to face on two parallel streets are permitted two primary signs on each street, only one of which may be freestanding for each street.

For purposes of determining the limit on number of signs for apartments, a single apartment complex, regardless of the number of buildings, shall be considered one building.

- (4) **Types and Placement.** Within RO and C-1 districts the permissible types of signs, their placement and other limitations are as follows:
- (a) **Freestanding Signs.** Requirements are identical to OHMC 19.36.030(5)(a), except that advertising shall not be permitted.
 - (b) **Building-Mounted Signs.** Requirements are identical to OHMC 19.36.030(5)(b), except that advertising shall not be permitted.
 - (c) **Electronic Message Center Signs.** These signs are allowed only in the C-1 district. ~~Requirements are identical to OHMC 19.36.030(5)(g)~~ and brightness is restricted to 1,000 nits during the night and 8,000 nits during the day.
 - (d) **Incidental Signs.** In addition to the permitted primary signs, each building or complex of buildings is permitted the incidental signs as described and limited in OHMC 19.36.030(6).
 - (e) **Street Address Identification.** Each building or complex of buildings shall display and maintain on-premises street address number identification.
 - (f) **Signs or portions of signs indicating premises for rent** (e.g., “Apartment for Rent,” “Apartment Available,” “Vacancy,” “Now Renting,” “Free Rent,” etc.) shall not exceed a surface area of six square feet and many remain up until the premises are sold or rented.
 - (g) **The illumination of any sign in the RO and C-1 districts shall be shaded, shielded, directed or reduced so that it is not visible from a public street or adjoining residential property.**
 - (h) **Legal nonconforming signs same as OHMC 19.36.030(10) and (11).**
 - (i) **Monument signs shall not exceed six feet in height measured from the finished grade to top of the sign and not exceed 32 square feet in area. Monument signs shall be located within the center two-thirds of street frontage. Signs may be located up to the property line when there is no sight visibility obstruction from driveways or intersections caused by placement of the sign.**

- (5) Bed and breakfast establishments. Only one on-premises monument sign or building mounted sign not more than four square feet in area shall be permitted. Such signs shall use non-flashing, non-reflective materials; and the legend shall show only the name of the facility and/or the operator and/or the address. Pole or pylon signs are prohibited.

Section Three. Section 19.36.050 of the Oak Harbor Municipal Code last amended by Ordinance 1553 section 4 in 2009 is hereby amended to read as follows:

19.36.050 Industrial, planned industrial park and planned business park district signs – I, PIP, and PBP zones.

Permissible signs and their limitation in the industrial district (Zone I) shall be identical to those in the commercial districts CBD, CBD-1, CBD-2, C-3, C-4 and C-5 (OHMC 19.36.030). Electronic message center signs are permitted in the I, PIP, and PBP zones and shall meet the requirements of 19.36.030 for business district signs except that brightness shall be limited to 1,000 nits during the night and 8,000 nits during the day.

Section Four. Section 19.36.060 of the Oak Harbor Municipal Code last amended by Ordinance 1640 section 2 in 2009 is hereby amended to read as follows:

19.36.060 Multifamily residential district and public facilities district signs – Zones R-2, R-3, R-4 and PF.

Requirements for signs in multifamily residential districts and public facilities districts shall be identical to those for the R-O residential office district and the C-1 neighborhood commercial district zones as set forth in OHMC 19.36.040.

- (1) ~~Exceptions for signs in the PF zone.. In the public facilities zoning district, a single freestanding or building-mounted changing general electronic reader board is allowed with the following restrictions:~~
- ~~(a) Freestanding signs are limited to 35 square feet in sign area, no more than 15 feet in height and must be set back five feet from the property line;~~
 - ~~(b) Wall-mounted signs are limited to 35 square feet in sign area and no more than 20 feet in height;~~
 - ~~(c) Lettering shall not be more than 12 inches in height;~~
 - ~~(d) The electronic message shall be limited to those allowed on noncommercial signs as defined in OHMC 19.36.020(25) and shall not change more frequently than every four seconds;~~
 - ~~(e) The sign's lights shall be limited to a warm-toned, off-white color or other similar color as approved by the development services director;~~
 - ~~(f) An electronic reader board counts as one of the allowed primary signs; and~~
 - ~~(g) For locations adjacent to a residential use or district, electronic displays shall be turned off between the hours of 10:00 p.m. and 6:00 a.m.~~ Electronic message center signs in the PF zone are allowed and shall meet the requirements of 19.36.030 for business district signs except that brightness is limited to 1,000 nits during the night and 8,000 nits during the day.

Section Five. Section 19.36.070 of the Oak Harbor Municipal Code last amended by Ordinance 1640 section 2 in 2009 is hereby amended to read as follows:

19.36.070 Single-family residential signs – R-1 zones.

- (1) General. Two categories of sign uses are covered by this section:
 - (a) Existing, Legal Nonconforming Commercial Uses. The provisions herein for signs for commercial uses apply only to legal nonconforming uses which have been approved under applicable zoning ordinances prior to the enactment of this code.
 - (b) Noncommercial uses such as schools, churches, fire stations and house number identification.
- (2) Signs for Existing Legal Nonconforming Uses. No more than one primary sign is permitted for each use in this category so long as the building remains legally nonconforming under the provisions of this title as follows:
 - (a) Such sign may be either freestanding or building-mounted.
 - (b) If freestanding, the sign shall conform to the requirements of OHMC 19.36.030(5)(a) in regard to placement and OHMC 19.36.040(2)(a) in regard to size and height.
 - (c) A building-mounted sign shall conform to the requirements of OHMC 19.36.030(5)(b); provided, however, that no sign shall exceed 20 square feet in surface area.
- (3) Signs for Noncommercial Uses.
 - (a) On-premises signs for churches, schools, golf courses, fire stations, police stations, noncommercial use or public service, or other similar noncommercial uses:
 - (i) Signs shall be unobtrusive, in keeping with the character of the neighborhood and constructed of quality materials, as approved in advance by the administrator of this code. No building-mounted signs shall exceed 20 feet in height and 50 square feet in surface area and no freestanding sign located between the building line and the property line shall exceed five feet in height and 25 square feet in surface area. A freestanding sign located at the building line or behind it shall not exceed 15 feet in height or 35 square feet in area. No more than one freestanding sign and one building-mounted sign is permitted from the above uses per street frontage.
 - (ii) Off-premises signs for nonconforming uses may be approved by the site plan review committee subject to the following conditions:
 - (A) The sign is to identify current events or activities;
 - (B) The sign or message is for a temporary period of time sufficient to inform the public of the event or activity with a maximum of two weeks;
 - (C) The sign shall not be located on street right-of-way except when a part of a permanent subdivision or neighborhood designation sign (see subsection (3)(d) of this section);

- (D) The sign shall not exceed 15 square feet in area nor five feet in height;
- (E) Not more than two such signs shall be permitted.
- (b) Illumination. Illumination from or upon any signs in single-family residential districts shall be shaded, shielded, directed or reduced so that the light intensity or brightness does not affect the enjoyment of residential property in the vicinity in any substantial way.
- (c) House Numbers. All houses in the single-family residential district shall display house numbers visible from the street and letters or numbers shall be a minimum of five inches in height.
- (d) Permanent Subdivision or Neighborhood Designation Signs. Signs shall be unobtrusive, in keeping with the character of the neighborhood, and constructed of quality materials, as approved in advance by the administrator of this code. Signs shall not exceed five feet in height and 25 square feet in surface area, and shall be located between the building line and property line unless a location of excess city right-of-way is approved by the superintendent of public works. Responsibility for the future maintenance or removal of these signs must be determined prior to their construction.
- (e) Bed and breakfast signs. Only one on-premises monument sign or building mounted sign not more than four square feet in area shall be permitted. Such signs shall use non-flashing non-reflective materials; and the legend shall show only the name of the facility and/or the operator and/or the address. Pole or pylon signs are prohibited.

Section Six. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances is not affected.

Section Six. Effective Date. This Ordinance shall be in full force (5) five days following publication.

PASSED by the City Council this _____ day of _____ 2013.

CITY OF OAK HARBOR

SCOTT DUDLEY, MAYOR

Attest:

Approved as to Form:

Valerie J. Loffler, City Clerk

Grant K. Weed, Interim City Attorney

Introduction:

Adopted:

Published:

Plan provided to Council via email on 10/10/13
Complete Plan Not Included Here

**Economic Development Strategy and Action Plan:
October, 2013**



Memo

To: Mayor and City Council
From: Steve Powers, Director *psp*
CC: Larry Cort, City Administrator
Date: October 23, 2013
Re: Binding Site Plan Code

The City Council was last briefed on the binding site plan (BSP) code amendment at the May 29, 2013 workshop. As a result of the workshop briefing the Mayor requested staff brief the Planning Commission on the status of the project. This briefing occurred at the Commission's August 27th meeting. The staff report,¹ PowerPoint presentation and minutes from that meeting are attached to this memorandum. Staff will review this material with the City Council at the October 23rd workshop.

Please do not hesitate to contact me in advance of the workshop should you have any questions regarding this material. Thank you.

¹ Please note that the attachments to the staff report are not included in this packet. This is because the City Council has previously been provided those materials.

City of Oak Harbor Planning Commission Report

Date: August 27, 2013
Subject: Binding Site Plan Code
Amendments: Informational
Briefing

FROM: Steve Powers, Development Services Director

PURPOSE

This report presents materials related to a pending code amendment: the binding site plan (BSP) code amendment. Staff will brief the Planning Commission on the status of this code amendment. This item is for information only. No action is required by the Planning Commission.

BACKGROUND

State law provides for the BSP process as an alternative means of subdividing property. This method is typically used in commercial shopping centers, industrial parks and residential condominiums where individual ownership of specific buildings or spaces is desired and where common ownership of other facilities is appropriate (e.g. driveways, parking spaces, landscaping, and stormwater facilities).

Oak Harbor Municipal Code Chapter 21.80 is devoted to binding site plans. A review of the existing language found that it did not specifically or adequately address a process for the alteration or vacation of previously approved BSPs. Staff notes this review was the result of a past application seeking to alter a previously approved binding site plan.

The history of this project is lengthy and cannot reasonably be summarized in a few sentences. However, the following abbreviated project timeline and summary is shown below:

- Staff worked with the Planning Commission in late-2010 and early-2011 to identify necessary revisions to the existing code.
- The Planning Commission conducted the required public hearing over three meeting dates and accepted testimony from the public and from staff.
- On February 22, 2011 the Commission forwarded a recommendation of approval of the draft code to the City Council.
- Work on the project was suspended shortly after that time pending the resolution of a land use application appeal. Final action on the appeal occurred in June 2012.
- City Council was briefed on this project at their May 29, 2013 workshop.
- The code amendment was tentatively scheduled for the June 18, 2013 City Council

meeting. The item was not included as part of the final agenda for that meeting and a new date for Council consideration has not yet been selected.

- As a result of the workshop briefing, the Mayor requested staff brief the Planning Commission on the status of the project.

The materials attached to this report are the same ones provided to the City Council for their workshop. In addition, staff has included a citizen letter submitted to the Mayor and City Council after that workshop and the City's response to that letter.

RECOMMENDATION

Action by the Planning Commission is not required since the Commission has already made a recommendation on this matter.

ATTACHMENTS

- City Council workshop materials from May 29, 2013
- Letter from Ms. Sue Karahalios to the Mayor and City Council dated June 11, 2013
- Letter from Mayor Dudley to Ms. Karahalios dated July 16, 2013

ATTACHMENT 1

Binding Site Plan Code Amendment

Oak Harbor Planning Commission
August 27, 2013

Purpose

- Brief the Planning Commission on the status of this pending code amendment.
- This item is for information only. In keeping with this purpose, the item was advertised as a public meeting, not a public hearing
- No action is required by the Planning Commission.

Presentation Overview

- Binding Site Plans
- Project History
- Pier Point Condominium BSP
- Proposed Code
- Conclusion
- Recommendation
- Questions

Binding Site Plans

Binding Site Plans

- What are BSPs?
 - Alternative type of land division
(as opposed to subdivision plats or short plats)
 - Primarily used for commercial/industrial properties
 - May also be used for residential condos
 - Governed by RCW 58.17.035
 - OHMC 21.80, Binding Site Plans
 - Approved BSP are recorded with the County

Binding Site Plans (cont.)

- **RCW 58.17.035** - A city, town, or county may adopt by ordinance procedures for the divisions of land by use of a binding site plan as an alternative to the procedures required by this chapter. The ordinance shall be limited and only apply to one or more of the following: (1) The use of a binding site plan to divisions for sale or lease of commercially or industrially zoned property as provided in RCW 58.17.040(4) [industrial or commercial]; (2) divisions of property for lease as provided for in RCW 58.17.040(5) [mobile homes]; and (3) divisions of property as provided for in RCW 58.17.040(7) [condominiums]. Such ordinance may apply the same or different requirements and procedures to each of the three types of divisions and shall provide for the alteration or vacation of the binding site plan, and may provide for the administrative approval of the binding site plan.

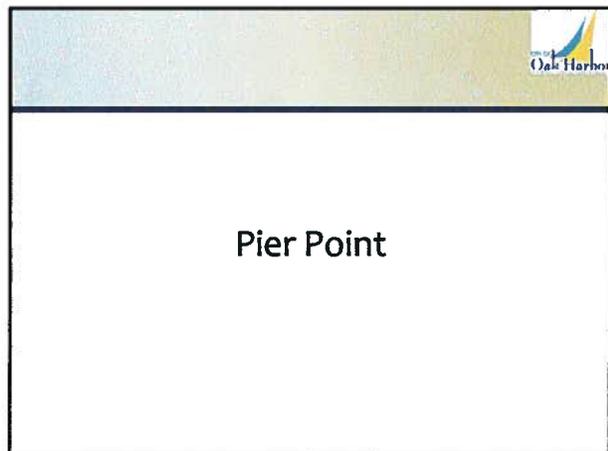
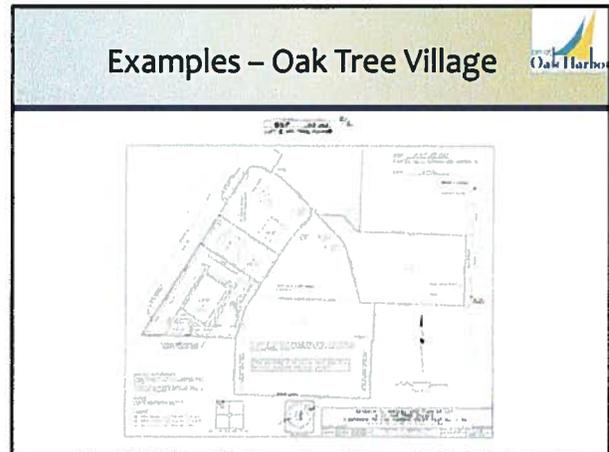
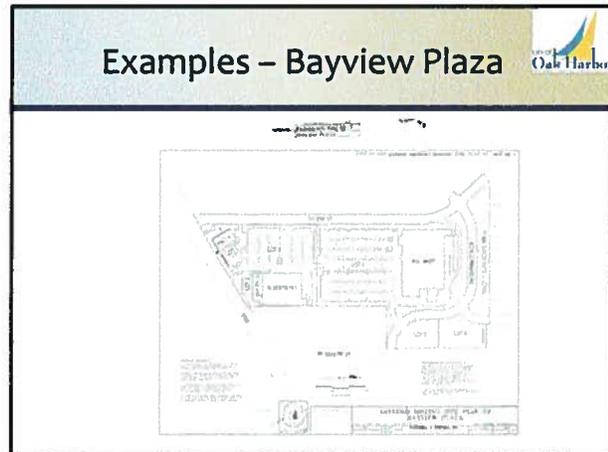
Binding Site Plans (cont.)

- BSPs within Oak Harbor:
 - 13 total
 - 10 commercial/industrial
 - 3 residential condominiums
 - Only 1 of 13 with construction schedule

Binding Site Plans (cont.)



ATTACHMENT 1



- ### Pier Point
- BSP approved in 1991
 - Approval included a construction schedule
 - All phases were to have been constructed by 1996
 - Schedule was not met; un-built phases remain
 - Alpine Village, Inc. applied in 2005 and in 2010 to amend expired schedule

ATTACHMENT 1

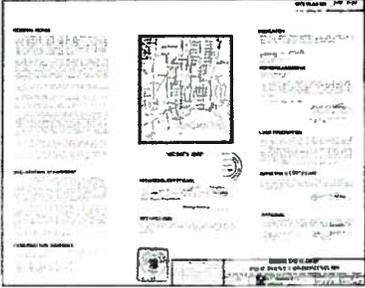


Pier Point (cont.)

- Central question: Can an expired schedule be amended?
 - (This raised the question as to who must sign applications.)
- Staff, Hearing Examiner & Island County Superior Court decisions say no
- It appears that development rights do exist for the vacant land

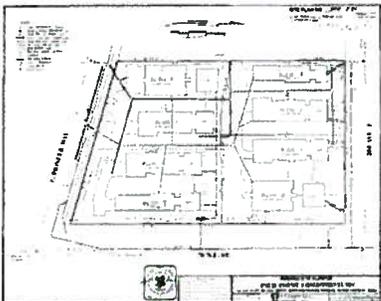


Pier Point (cont.)





Pier Point (cont.)





Project History

ATTACHMENT 1

Project History



- A review of the existing code language found that it did not specifically or adequately address a process for the alteration or vacation of previously approved BSPs.
- This review resulted from work on the Pier Point applications.

Project History (cont.)



- Staff worked with the Planning Commission in late-2010 and early-2011 to identify necessary revisions to the existing code.
- The Planning Commission conducted the required public hearing over three meeting dates and accepted testimony from the public (representing different interests) and from staff.
- On February 22, 2011 the Commission forwarded a recommendation of approval of the draft code to the City Council.

Project History (cont.)



- Work on the project was suspended shortly after that time pending the resolution of LUPA appeal on Pier Point.
- Final action on the appeal occurred by the Hearing Examiner in June 2012.
- After that, the recommended draft was reviewed for consistency with final action – it was determined no changes required.

Project History (cont.)



- City Council was briefed on this project at their May 29, 2013 workshop.
- As a follow-up to the Council briefing, the Mayor requested staff brief the Planning Commission on the status of the project for following reasons:
 - To keep you informed
 - Due to length of time since heard by PC
 - New PC members


City of
Oak Harbor

Proposed Code


City of
Oak Harbor

Proposed Code (cont.)

- **Key Points**
 - The City must have an alteration or vacation process
 - The code amendment addresses all BSPs; it is not intended to apply only to one specific BSP
 - What information should be included on binding site plans?


City of
Oak Harbor

Proposed Code

- **Key Issue**
 - Who must sign an application seeking to amend or vacate a previously approved binding site plan?
 - May a single property owner sign; or
 - Must all owners sign; or
 - Should it depend on the request?


City of
Oak Harbor

Proposed Code (cont.)

- **Proposed code language**
 - City accepts applications pertaining to public interest/land division
 - Limit what is recorded on BSPs
 - Protects public interest
 - Keeps City out of private property disputes
 - Applications for alteration/vacation may be submitted by property owners directly affected by proposed change
 - o In some cases = single signature
 - o In other cases = more than one signature

ATTACHMENT 1

Proposed Code (cont.) 
<ul style="list-style-type: none">• Proposed code language: OHMC 21.80.180(2)(c) - Authority to submit alteration or vacation application. The alteration or vacation application shall contain the signatures of all those owners of lots who are directly affected by the proposed alteration or vacation.

Conclusion 
<ul style="list-style-type: none">• BSPs authorized under State law• State grants authority to City to determine process• If BSPs used, City must have an alteration and vacation process• Existing code lacks these processes• Proposed amendment would fix deficiency• Proposed amendment applies to all BSPs, as appropriate

Recommendation 
<ul style="list-style-type: none">• No action is required. The Planning Commission has already made a recommendation to the City Council on this matter.


<ul style="list-style-type: none">• Questions?

**PLANNING COMMISSION
REGULAR MEETING
CITY HALL – COUNCIL CHAMBERS
August 27, 2013**

ROLL CALL: Present: Keith Fakkema, Greg Wasinger, David Fikse, Bruce Freeman, Sandi Peterson and Ana Schlecht
Absent: Kristi Jensen
Staff Present: Development Services Director, Steve Powers; Senior Planners, Cac Kamak and Ethan Spoo

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

MINUTES: MS. PETERSON MOVED, MR. WASINGER SECONDED, MOTION CARRIED TO APPROVE THE JULY 23, 2013 MINUTES AS PRESENTED.

PUBLIC COMMENT:
None

DIGITAL SIGNS CODE UPDATE – Public Hearing

Mr. Powers asked Planning Commission to continue this item to the Planning Commission's regular business meeting on September 24, 2013 in order allow more time for staff to address public and Planning Commission input from the previous meeting.

ACTION: MR. FREEMAN MOVED, MR. FIKSE SECONDED A MOTION TO CONTINUE THE PUBLIC HEARING FOR THE DIGITAL SIGNS CODE UPDATE TO SEPTEMBER 24, 2013. MOTION CARRIED.

BINDING SITE PLAN CODE AMENDMENT – Public Meeting

Mr. Powers displayed a Power Point presentation (Attachment 1) briefing the Planning Commission on the status of the pending Binding Site Plan (BSP) code amendment. Mr. Powers explained that the Planning Commission has made a recommendation to the City Council that is pending before the City Council. The Council can send it back to the Planning Commission if they decide to do so or the Council could take up the issues themselves if they feel that there is anything else to be addressed in the code amendment.

Mr. Powers explained what Binding Site Plans are and displayed RCW 58.17.035 which authorizes cities, towns, or counties to adopt, by ordinance, procedures for the divisions of land by use of a binding site plan as an alternative to the procedures required by the RCW. Mr. Powers noted that this chapter also states that those procedures shall provide for the alteration or vacation of the binding site plan. Work on the Pier Point applications resulted in a review of the existing code language and staff found that the current code did not specifically or adequately address a process for the alteration or vacation of previously approved BSPs. Mr. Power said that the proposed amendment would fix the deficiency and applies to all BSP's.

Mr. Powers also reviewed the BSP amendment project history as well as the Pier Point application history.

Mr. Powers detailed the key issues regarding the proposed code language. The proposed language is as follows:

OHMC 21.80.180(2)(c) - Authority to submit alteration or vacation application. The alteration or vacation application shall contain the signatures of all those owners of lots who are directly affected by the proposed alteration or vacation.

The Planning Commission allowed public comment.

Sue Karahalios (1085 SE Regatta Drive) spoke with concern about the impact of the proposed code on the owners of the Pier Point Condominium. She also noted that there have been other decisions since the 2011 Planning Commission recommendation the City Council and only two members of the current Planning Commission voted in 2011.

Bob Severns (1085 SE Regatta Drive) disclosed that he is a member of the City Council and talked about the questions that were addressed in Superior Court regarding the Pier Point Condominiums. He believed that if the BSP amendment goes forward and is challenged in Superior Court again, the judge will ask why Pier Point was not excluded from the proposed BSP amendment. Mr. Severns asked that the Pier Point Condominiums be excluded from the proposed BSP amendment.

Discussion

Planning Commissioner's discussed whether the current Planning Commission would be able to consider the proposed BSP amendment again since the Planning Commission's recommendation has already been forwarded to the City Council. Mr. Powers said that an agenda bill will be prepared for Council action and that the agenda bill could indicate that that the Planning Commission would like to consider the code amendment again if that is what the Planning Commission wants to do. Mr. Powers noted that City Council could also decide that they will take up the issues themselves. Ms. Peterson wanted it on record that her strong desire was that the City Council be very aware of the issues.

BED AND BREAKFAST CODE – Public Meeting

Mr. Spoo displayed a Power Point presentation (Attachment 2) which presented changes since last month, a brief discussion of compliance and staff's recommendation.

Mr. Spoo reported one of the changes made resulted from a request from the Navy. The Navy asked that Bed and Breakfast (B&B) establishments be prohibited in Noise Subdistrict C. The second change requires that B&B lighting be directed downward so as not to impact adjacent uses. The last change was to move the sign language that was previously in Section 19.20 Zoning to Section 19.36 Sign Code.

Mr. Spoo reviewed how the propose code complies with the Oak Harbor Comprehensive Plan and recommended that the Planning Commission recommend approval of the B&B draft code to the City Council.

Discussion

Planning Commissioners discussed sign size allowance, lighting for B&B establishments and whether two B&B's under the same ownership would need to have a resident domiciled at each site. Mr. Power indicated that for two B&B's on the same property you could reasonable conclude that is a single entity and a resident manager in one or the other would suffice. In the case where there are two separate pieces of property in the R1 the conditional use permit and the Hearing Examiner could approve conditions which apply to both pieces of property.

The public hearing was opened at 8:30 p.m.

RESOLUTION NO. 12-32

A RESOLUTION BY THE CITY OF OAK HARBOR IDENTIFYING 2013 WASHINGTON STATE LEGISLATIVE PRIORITY ISSUES

WHEREAS, the City of Oak Harbor has a keen interest in how the Washington State Legislature actions can and do impact the City; and

WHEREAS, it is the City's intention to work with the Governor's Office, the leadership throughout the Senate and House, and the Association of Washington Cities with specific help from the City's 10th District Legislators, and

WHEREAS, the City of Oak Harbor has a good positive working relationship with the current 10th District Legislators; and

WHEREAS, this positive working relationship does depend upon the frequent and ongoing exchange of information where the specific needs and priorities of the City of Oak Harbor are clearly expressed to our 10th District Legislators; and

WHEREAS, by the attached Exhibit "A" the City of Oak Harbor wishes to extend to Washington State Senator-Elect Bailey, Representative Smith, and Representative-Elect Hayes the City of Oak Harbor's 2013 Legislative Priority Issues.

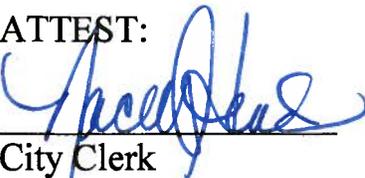
NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Oak Harbor, Washington, that the attached Exhibit "A" is hereby adopted as the 2013 Legislative Priority Issues of the City of Oak Harbor.

PASSED by the City Council of the City of Oak Harbor and approved by its Mayor this 20th Day of November, 2012.

CITY OF OAK HARBOR


Scott Dudley, MAYOR

ATTEST:


City Clerk

Approved as to Form:

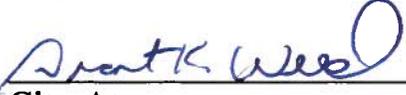

City Attorney

EXHIBIT "A"
CITY OF OAK HARBOR 2013 LEGISLATIVE PRIORITY ISSUES

1. **Retain** CAPRON Transportation funding as a critical resource for Whidbey Island surface transportation needs.
2. **Continue** to retain and support funding for the Public Works Trust Fund Program.
3. **Refrain** from supporting any Legislative proposals that would establish a mandate upon local government without providing the necessary funds to fully support the mandate.
4. **Support** a Legislative effort to limit local government liability and financial burdens caused by unreasonable public records requests.
5. **Support** a Legislative effort to **continue** planning for an alternative to and preservation of the Deception Pass Bridge.
6. **Support** a Legislative effort to repeal those portions of RCW 36.70A.070(6) requiring Island County and its cities such as Oak Harbor to include State highways and ferry route capacity in determining transportation concurrency in local comprehensive plans.
7. **Continue** to support Legislative efforts to provide ongoing funding assistance for Phase II cities subject to NPDES storm water regulation and permitting.
8. **Refrain** from supporting any Legislative proposal that requires the election of all municipal court judges.
9. **Support** Legislation that better clarifies and retains Legislative decision making for determining reasonable and cost effective indigent defense services rules.
10. **Continue** to be diligent in addressing the State budget crisis without transferring State obligations onto local government.
11. **Continue** to support Legislation that provides flexibility at the point of collecting development impact fees.

12. **Support** amending the frequency of required financial audits for cities and towns with records of clean audits.

13. **Remove** the permanent \$10 million diversion of liquor taxes to local governments and reinstate the historic revenue sharing system for liquor profits.

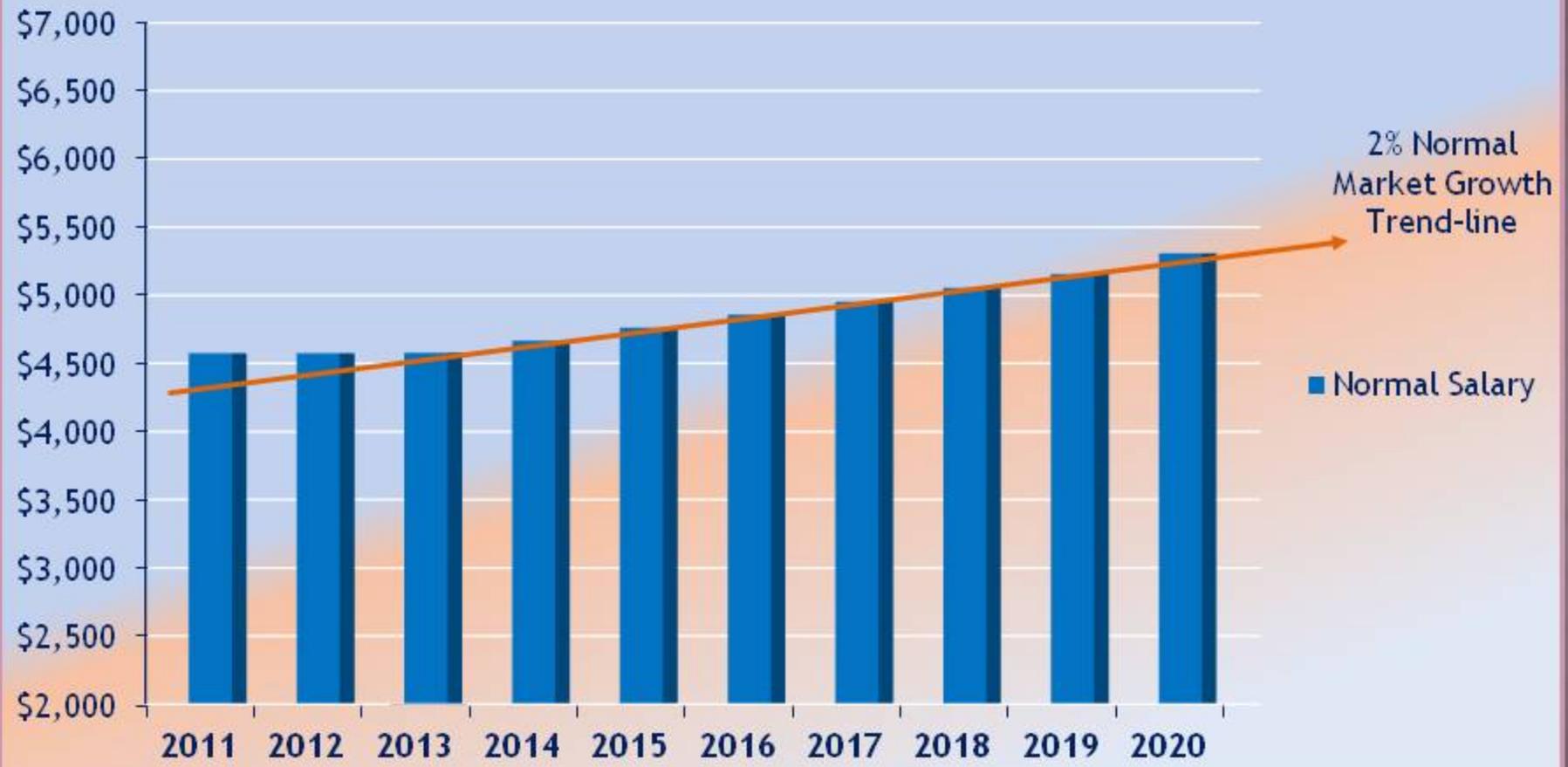
City Vacant Property List						
	Vacant Property Name	Property Address / Location	Geographic ID	Acres	Appraised Value	Purchasing Dept.
1	Sleeper Rd	SR 20 / Sleeper Road	R13324-461-3620	19.50	\$411,730	General Fund
2	Sleeper Rd	SR 20 / Sleeper Road	R13324-461-2960	19.70	\$136,590	General Fund
3	Boyer	SR20 / Fakkema Road	R13325-500-2250	4.79	\$189,050	General Fund
4	Boyer	SR20 / Fakkema Road	R13325-455-2550	8.18	\$346,738	General Fund
5	Boyer	SR20 / Fakkema Road	R13325-470-2250	1.88	\$78,408	General Fund
6	Boyer	SR20 / Fakkema Road	R13325-444-2200	3.34	\$142,441	General Fund
7	Dog Park	1225 NE 21ST CT	R13326-149-3870	1.17	\$258,089	General Fund
8	Abandoned Well 13	Goldie Road / NE 16TH	R13326-009-2990	3.39	\$118,000	
9	Wet Land Cordero	Cordero Ct	S8201-00-0000E-0	7.42	\$50,000	General Fund
10	Wet Land NE 7TH	NE 7TH	R13335-305-2040	9.79	\$266,850	General Fund
11	NW 8TH/ Next to Park	NW 8TH	S7499-00-00004-0	0.17	\$50,000	General Fund
12	Fairheaven / SW 6TH	Fairheaven / SW 6TH	R13203-400-3430	0.20	\$97,650	
13	Old Shop	1000 SE City Beach ST.	R13202-286-1130	0.96	\$435,600	General Fund
14	Old Shop	1000 SE City Beach ST.	R13202-293-1370	0.94	\$191,282	General Fund
15	Abandoned Well 10	SW 6TH Ave.	R13203-410-2790	1.20	\$104,877	Water
16	Recycle Center	2882 Goldie Road	R13326-112-2950	2.50	\$194,287	Solid Waste
17	Park nxt to Ft Nugent	1206 SW Ft. Nugent	R13204-060-5230	0.2	\$30,000	General Fund
18	Pioneer Parking lot	SE Pioneer Way/ Dock st.	S6565-00-00006-0		\$26,267	General Fund
19	Pioneer Parking lot	SE Pioneer Way/ Dock st.	S6565-00-0000A-0		\$26,546	General Fund
20	Pioneer Parking lot	SE Pioneer Way/ Dock st.	S6565-00-0000C-0	1.25	\$54,786	General Fund
21	917 E Whidbey Ave.	917 E Whidbey Ave.	S7600-00-02607	0.25	\$201,234	General Fund

Employee Opt - Out

Employee: No Opt-Out

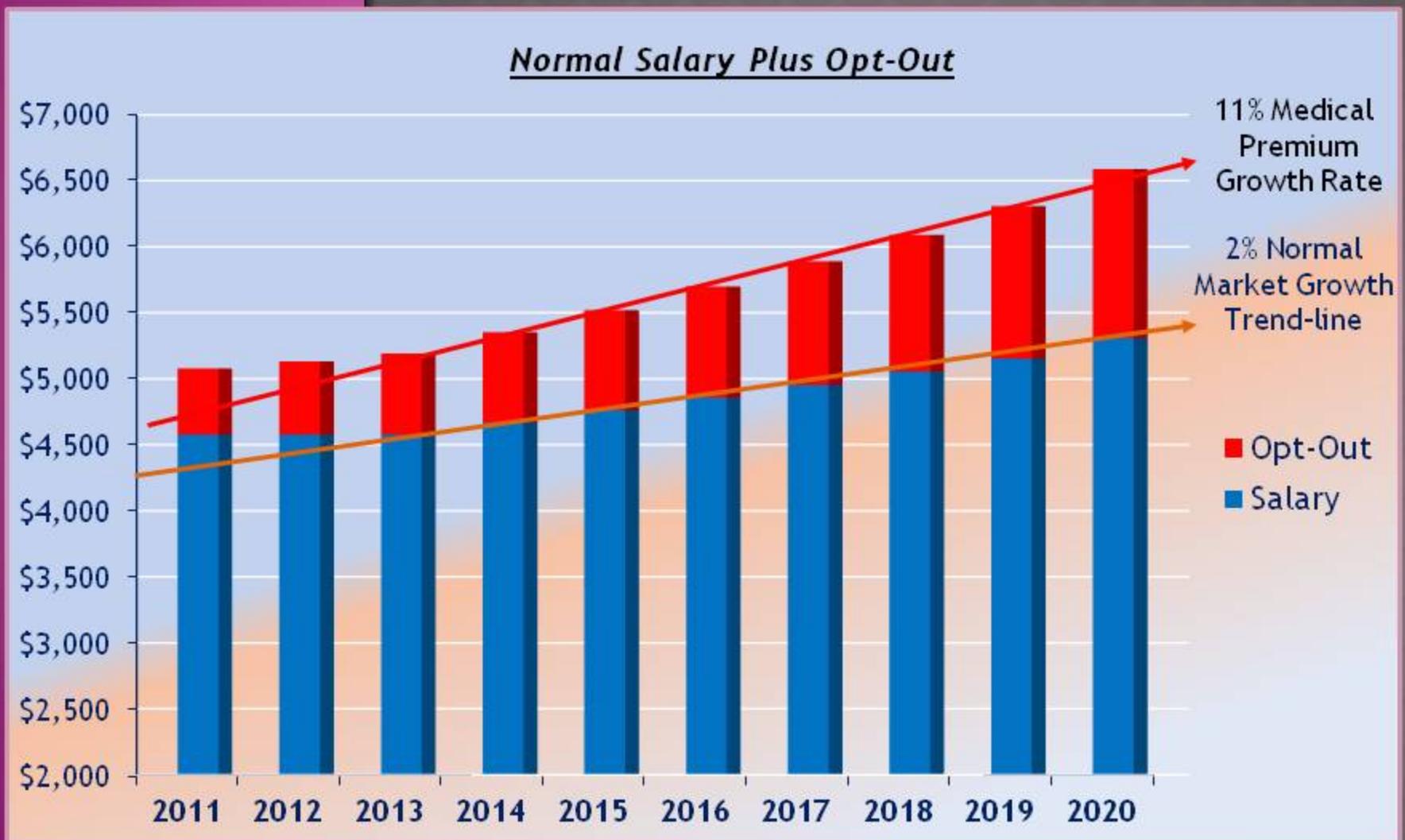
- Pay is based on Council adopted pay schedule
- Graphic reflects 2% annual market adjustments
- beginning 2014
- No market adjustments were given in 2012-2013

Normal Salary Schedule - Market Based



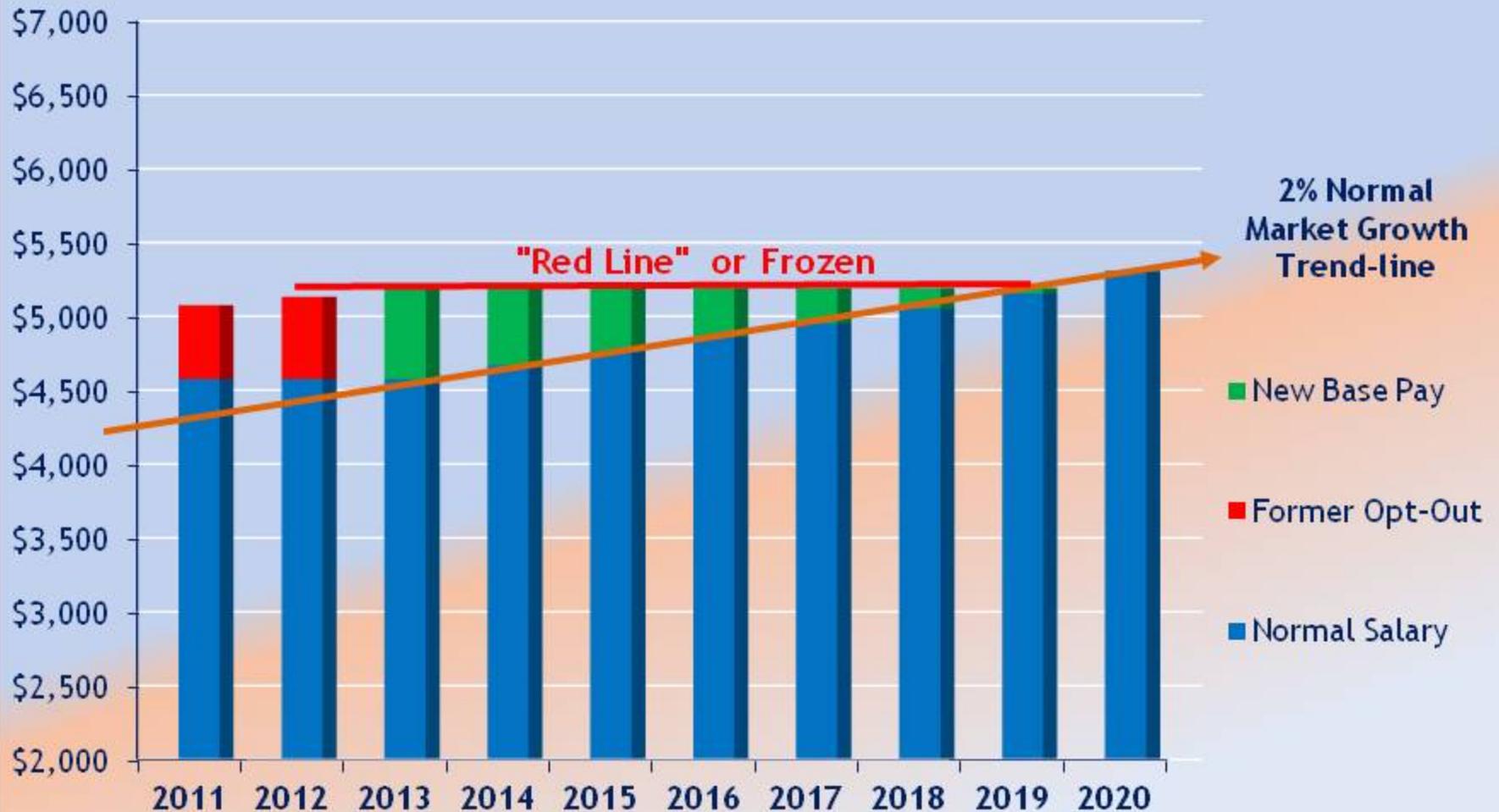
Employee: With Opt-Out

- Employee receives Opt-Out in addition to normal salary
- Opt-Out grows @ 11% per year (medical premium rate)
- Regular salary shown at 2% per year.



Employee: With Opt-Out Phase Out Proposal

- “Combined Opt-Out + Normal Pay” now “Base-Pay”
- “Base - Pay” is “Red-Lined” or frozen.
- Once Salary schedule grows to intersect “Base-Pay”, Employee reverts to salary schedule



City of Oak Harbor
If You Are Planning for a Future Search Conference:

Activity	SLR	City of Oak Harbor/Partners	Steering Committee
Fund Conference	Develop Search Conference budget	Raise/allocate funds and in-kind donations to support the Conference Send out acknowledgements & confirmation of in-kind	Garner in-kind services and supplies
Establish Steering Committee	Work with Mayor and others to establish Steering Committee: provide guidance on effective membership, draft invitation, and draft charter. Once Committee is established work with Committee Chair to set agendas and staff/facilitate the committee.	Invite community leaders (formal and informal) to participate on committee to guide development.	Commit to one year participation to guide development of Conference, participate in the conference, and provide a structure for follow up and action on Conference outcomes.
Design Conference	Design conference agendas, process and materials. Provide guidance on establishing the stakeholder groups and number of participants.	Confirm conference design. Establish the approach or framework for post-Conference actions/activities.	Establish the 'question' which the Search Conference will answer. Confirm conference design. Identify stakeholders to be invited to the conference. Recommend the approach or framework for post-Conference actions/activities.
Recruit Conference Participants	Provide draft invitation letter and welcome materials. Provide guidance on recruitment issues that may arise.	Create and maintain contact database of invitees. Send letter of invitation. Monitor responses. Manage media communications	Provide feedback about and approves formal communications with invitees and participants Make follow-up invitational phone calls to key participants and actively assist in recruiting participants.
Prepare for Conference	Create Conference "count-down" work plan Coordinate with City, Steering Committee and other volunteers.	Manage logistics such as catering, photographer, room set up, participant packets etc. Prepare to implement the post-Conference activities.	Possibly take responsibility for tasks such as room set up, sign in table, etc. Recruit additional volunteers as needed
Hold Search Conference	Facilitate Conference Provide Conference Proceedings		Participate in Conference Be prepared to initiate follow-up activities.

OAK HARBOR VISIONING

Understanding of Goals

1. Engage the community in creating a 20 year vision for Oak Harbor
2. Develop a set of near term actions (1- 5 years) that will move the community closer to that vision.

Some Alternative Processes

All of the alternatives assume that a Steering Committee of City and community leaders is to be established to guide the visioning process.

I. One Day Futures Forum	Pros	Cons
<p>What: Forum of 20-30 participants. Attendees would include City Dept. Heads, representatives of business, Navy, School District, faith community etc.</p> <p>Purpose: To set a platform for further community engagement and planning.</p> <p>Process: Exploration of participant's assumptions about Oak Harbor's future; their desired vision for it; opportunity to commit to working further on a vision and action plan</p> <p>Outcomes: 1) understanding of where consensus exists and in what ways people hold different visions for the future 2) identification of people interested and committed to working with the City to develop a Futures Plan.</p> <p>Next steps:</p> <ul style="list-style-type: none"> ○ Decide what further steps are needed to develop a community based vision and action plan. ○ Establish the Steering Committee drawing from participants. (Can be done before the Forum also) <p>Estimated cost: \$6000 - 8000</p>	<ul style="list-style-type: none"> ● Can be organized quickly. ● Brings people along and builds community interest and engagement in steps. 	<ul style="list-style-type: none"> ● Some people could find it frustrating if they want concrete outcomes.

II. "Imagine Oak Harbor" Community Conversations	Pros	Cons
<p>What: 4 – 5 Conversation Café held in different parts of the city or for different stakeholder groups (e.g. Navy families, business owners, seniors, etc.). (30 or more participants at each.)</p> <p>Purpose: To gather information about participants dreams for Oak Harbor and what matters to them most about Oak Harbor.</p> <p>Process: Participants meet in rotating small groups of 4-6 people. A question is discussed for 25-30 minutes and then participants are asked to move to another table and sit with people they didn't sit with before, to discuss another question. In this way there is a cross-fertilization of ideas. At the end there is a reporting out of key ideas from each table. Continuity is provided at each table by 'hosts' who tell each group what was discussed by the prior group, and by people's notes and drawings on flipchart paper provided at each table.</p> <p>Outcomes: A set of key elements held in common across the community for a vision for Oak Harbor. (May have also a set of elements where there is little consensus.)</p> <p>Next steps: 1. Steering Committee develops a draft vision statement and action plan.</p> <p>2. City sponsors a day long Imagine Oak Harbor Forum inviting community leaders and organizations to participate with the Steering Committee in confirming the plan.</p> <p>3. Activities that communicate the plan and involve residents in carrying out portions of it.</p> <p>Estimated cost: \$12,000 - \$15,000</p>	<ul style="list-style-type: none"> • Could be held early in 2014. • Engages residents and leaders • People enjoy themselves • Gathers ideas from a broad group. • Action planning with a smaller group (Steering) is easier. • Requires less time commitment of participants. 	<ul style="list-style-type: none"> • Some people could find it frustrating if they want concrete outcomes. • Takes considerable effort/marketing to recruit participants. • Whole planning process (including Next Steps) likely to take 6-12 months.

III. Oak Harbor's Future Search Conference	Pros	Cons
<p>What: 2.5 day Future Search Conference with 50-60 participants that “answers” a “question” which matters to participants.</p> <p>Purpose: To create a long-term vision and action plan for Oak Harbor</p> <p>Process: Structured and fast-paced process that looks at the past, present, and future and takes a whole system view. People work in small groups – both stakeholder and mixed groups over two to two and half days.</p> <p>Outcomes: A vision, key directions, and a framework for an action plan.</p> <p>Next steps: 1. Follow-up work is identified based on the directions and action plan outlined at the Search Conference.</p> <p>2. Steering Committee guides at least the initial follow-up activities to assure continuity and reporting back to the community.</p> <p>Estimated cost: \$30,000 - \$35,000.</p>	<ul style="list-style-type: none"> • Planning which otherwise can take months occurs in a few days. • Results in both a vision and action planning. • Participants provide the content – and it is therefore more likely to be acted on. • Participants are energized by the process and many are committed to following up. 	<ul style="list-style-type: none"> • Preparation for the Conference requires time and staffing. • Conference sets expectations, which if not met can be frustrating to the community – the follow through is very important.

CONFERENCE PARTICIPANTS

Kitty Adams
BikerBob Aker
Terri Arnold
Jay Biershenk
Walt Blackford
Doug Brand
Gina Bull
Grete Cammermeyer
Sherryl Christie-
Bierschenk
Miriam Coates
Debby Colfer
Bob Craven
Larry Daloz
Mike Dalton
Bruce Didier
Mary Donaty
Austin Drake
Aimee Engler
Jill Engstrom
Andrew Ferren
Ed Fickbohm
Leann Finley
Mary Fisher
Tom Fisher
Carol Flax
Lola Forde
Curt Gordon
Joe Hannan
Bill Haroldson
George Henry
Kevin Hileman
Claire Hofius
Donna Hood
Maury Hood
Sine Hough
Mikkel Hustad
Kari Hustad
Annika Hustad
Mike Joselyn
Jason Kalk
Doug Kelly
Matt Kukuk
Adam LeMieux
Fred Lundhal
Jack Lynch
Gary Manker
Shelley Marsanyi
Rosemary Martin
Kathy McLaughlin
Wayne Morrison
Joan Nelson
Bob Pederson
Dan Prewitt
Laura Price
Helen Price-Johnson
Linda Ridder
Rufus Rose
Chet Ross
Don Rowan
Steve Samuelson
Renee Schlangen
Hal Schломann
Glo Sherman
Calvin Shimada
Kyle Simchuck
Barbara Taylor
Tom Walker
Cheryn Weiser
Phil Wright

CLINTON FUTURE SEARCH CONFERENCE

January 27 – 29, 2012

Our Conference Question:

Given the inevitability of change, how do we take the reins and create a future for Clinton's central core that will enable our community to thrive?



About the Clinton Future Search Conference

Overview

The Clinton Future Search Conference brought together 70 people in the Clinton Community Hall for a lively and intense 3- day process to explore and answer the conference question (above). The conference culminated in a shared vision for desired future, specific plans for how to make that vision a reality, and commitments to move those plans into action.

Participants

Participants were selected to represent a range of different stakeholders groups, to ensure that the conference outcomes would reflect diverse perspectives and interests. The eight represented stakeholder groups included:

1. Owners of Businesses in the Clinton Core
2. Owners of other Clinton Businesses
3. Residents of the Clinton Core
4. Rural Residents
5. Public Agencies
6. Non-Profits
7. Youth
8. Neighbors

Why a Future Search?

The conference was planned by a Steering Committee (committee members are named on the following page) who selected the Future Search methodology for several reasons. First, the methodology has been proven over time and around the world; the Future Search Conference approach was pioneered in the early 1960's by Marvin Weisbord and Merrelyn & Frank Emery and has since been used successfully all over the world to engage the collective learning and creativity of large groups. Second, the Future Search methodology begins from the premise that effective planning occurs when the 'whole system' is in the room because

CONFERENCE SPONSORS

Anchor Books
Best Practices, Inc.
Boomerang
Clinton Chamber of Commerce
Clinton Progressive Association
Fireborne Corporate Awards
Island County Economic Development Council
Pickles Deli
Port of South Whidbey
Puget Sound Energy
Southern Cross Espresso
Whidbey Telecom

STEERING COMMITTEE

Jill Engstrom
Sherryl Christie-Bierschenk
Carol Flax
Jack Lynch
Maury Hood
Barbara Taylor
Don Rowan
Tom Fisher
Helen Price Johnson
Debby Colfer
Curt Gordon
Mary Posz
George Henny

FACILITATORS

Ursula Roosen-Runge
Dorothy Baumgartner
Sara Saltee

participants - not the facilitator or a small “expert” group – collectively hold the expertise needed to create a vision for the desired future and identify the actions and approaches needed to make that vision a reality. This emphasis on using the wisdom of local people as the foundation for the future seemed a good fit with the ethos of the Clinton community.

The Future Search Process

The Future Search process is structured around five core tasks which each take about three hours to complete. Participants explore - in turn - the past, the present and the future through a series of semi-structured dialogues. Techniques such as timelines and mind-mapping are used to quickly identify major trends and issues. Dialogue takes place both in stakeholder and mixed groups of 6-8 people, followed by small groups reporting their conclusions to the whole group. Everything is posted, visible, and discussed by the whole group.

About the Facilitators

The Clinton Future Search Conference was facilitated by consultants from Strategic Learning Resources, a South Whidbey based consulting firm with experience planning and facilitating Future Search conferences in diverse communities and organizations.

FRIDAY EVENING



Warming Up: Sharing Symbols of the Future

Participants were invited to bring with them to the Conference a symbol of their hopes for Clinton’s future, and – after a quick round of introductions - participants kicked off Friday evening with an opportunity to share those symbols, first in small groups and then with the whole group. Some of the symbols included:

- A more-than half-full cup of water, representing an optimistic outlook and a thriving community
- A magnet, representing both the notion of Clinton in general as a place that draws people to it, and the idea of creating a specific place in Clinton that could serve as a commons; an inviting center for people of all ages to come and spend time
- A vintage coin purse from Simmons Garage (printed with a 4-digit phone number), and a tax token from the same era to remind us to have reverence for our history, and to represent the desire for a continuation of true community, meaning a group of people who are interdependent and know their neighbors
- An amaryllis plant, surrounded by an (imaginary) triangle, representing a form that is both stable and a symbol of change, and the amaryllis inside represents an ecosystem, color, life, air, light.
- A wooden gate with the word Clinton on it – representing the perspective that “Gateway” is a limiting concept, meaning something you go through. “Landing” was suggested as a more powerful image, meaning a place you stop and explore and where you feel a sense of home, in addition to being a place you travel through.



Focus on the Past: Where We Have Been

Purpose: To build community through a shared history and explore what the past means for our work here.

Next, participants were introduced to some of the principles and expectations of the Future Search conference, then set to work on their first major task: exploring their shared history from 1970 to the present. The group worked together to create three timelines. One captured milestones in participants' personal histories, another focused on events in world

history, and the third looked at Clinton's history.

Small groups then went to work looking at the themes and meanings held by the timelines individually and in relationship to each other. Some of their insights included:

The Personal timeline tells a story of:

- Priority on family
- Multigenerational families
- Diverse group of people
- Lots of mobility
- Drawn to Island
- More travel in 90's – less now
- Marriage, jobs, graduation, death, - life events
- High percentage came here as adults
- Deliberate choice about quality of life

Some of the implications of the Personal timeline include:

- Many are new, don't have history
- Hard to get alignment – don't have the deep roots
- Need to get long term families here
- Look at maintaining a quality life
- Many came from different places – but have a common goal of improving/keeping life here.

The Global timeline tells a story of:

- Everything is speeded up: war, communication, transportation, technology
- Social Media changes
- Impact of wars and our responses
- Counter culture movement
- I-5 corridor, navy base, growth
- Technology economy
- Consumerism/housing bubble

- National spotlight on Seattle – spilling over to the Island
- Internet – allows more independence
- Economic crisis
- Back to the land, Act 2
- General nervousness

Some of the implications of the Global timeline include:

- Don't need to work overseas – can work here
- That can lead to isolationism
- We could develop a communication system where we could be more inviting and a voice through the technology

The Clinton timeline tells a story of:

- Building in the 70s
- Stagnant in the 80-90s
- Increased ferry traffic and increased vacation homes
- Economic decline and less development
- Fewer families and more retirees
- More commuters who don't really participate in community
- Landslides – topography works against us
- Lack of voice to deal with that
- People first came to harvest resources – timber, fish
- Ferry is an integral piece to Clinton's story
- Resorts came – recreation

- Moved for better quality of life – and people could earn living wage and cost of living was lower
- Jobs have gone away, families can't afford to live here, and demographics are changing

Some of the implications of the Clinton timeline include:

- Lost what we used to have – dances, basketball etc in Clinton
- Used to have events (Clinton days) – dissolved probably due to changing/aging demographics
- We are still resource rich in people and environment
- Tremendous quality of people who live here – and they are untapped
- How do we harness the talents and enthusiasm of newcomers?

Taken together, the timelines tell a story of:

- The constant is the change that is happening
- Deep and abiding history
- Baby boomers came and raised their families
- Increased traffic in Clinton
- Aging of Clinton now
- Can't just think about where we've been but what is the trajectory?
- Diversity
- People have come from many different places – soup of ideas and thought processes
- In terms of how things change – we are isolated and we have a delayed response to some big changes
- What we are striving to do is to create more connectedness between people

The implications of the timelines, taken together, include:

- How might we use our human capital in a more efficient way? For example, centralize

the 250 non-profits. Harnessing human energy is a key—need to figure out what the common goal is between the youth, business, non-profits, other people that are here.

- A necessary shift from the “pipeline” or “gateway”-change the energy so it disperses better than people just shooting through—so it becomes more than Clinton Landing rather than the “gateway”
- Heard a lot of ideal-ism about living here on Whidbey Island - the sense of being blessed. People are here because they think this is a great place to be. That's what brought us here—the opportunity to be here—we are appreciative about being here.
- A common goal is “quality of life” which is a real amorphous, subjective idea. For some people it's escaping the mainland, for others its building community. But we don't have a system or a container for those decisions to be made.
- One of the things that hasn't come up is Climate Change—there is going to be pressure to come here because of the climate as other places that are desire-able dry up—we are fairly “watered” here.
- If we could connect all these ideas, we could “rein in” and actually help control the future of Clinton.
- Three things that jumped out at me— change, trends, and job were mentioned in every report out. Also mentioned was age, and technology—are the older folks keeping up with technology—why couldn't we have the kids teach us old folks and that would help with the jobs.
- A youth participant shared surprise that people expressed NOT feeling community here – “Everything I've wanted to do in my 9 years on the Island has been supported, so I'm surprised that people don't feel a sense of community.”

FRIDAY EVENING - SATURDAY MORNING



Focus on the Present: Current Trends

Purpose: To get everyone talking about the same world

As a final activity on Friday evening, the whole group gathered to create a mind-map reflecting the trends they see having an impact on Clinton today. After brainstorming trends, participants used dots (coded for stakeholder groups) to note the trends they thought were of particular relevance, then went home for a well-deserved rest.

The next morning, participants re-gathered around the mind-map to identify the top trends they felt would impact their planning work.

Top Trends

1. Rise in empty commercial buildings
2. Ferry service/Tourism issues
3. Pressures on the environment
4. Declining public funding/decreased interest in the common good/rise in civic engagement
5. Aging population
6. Rapid changes in technology
7. Rising interest in non-motorized transportation and public transportation (walkability/bikeability/flex cars)
8. Youth needs and issues (including declining population in schools, rise in drug use and obesity, need for recreational opportunities)

Next, stakeholder groups met to identify what they are already doing now to respond to these trends, and what they hope to do in the future. Then, these groups reflected on things they are proud of and sorry about related to what they are doing now with respect to Clinton.

SATURDAY AFTERNOON



Focus on the Future

Purpose: To imagine a future for Clinton's central core we are willing to work toward

Following this grounding in the past and acknowledgement of the present, participants next turned their attention to envisioning Clinton as they would like it to be 10 years from today. They worked in small groups to consider their answers to two questions:

What will Clinton look like in the year 2022?

What happened that enabled us to accomplish these things?

Each group then chose a creative way to present their ideas to the whole group. Some performed skits, others created collages and one group wrote and performed a song.

IMAGES OF CLINTON, 2022

- Pedestrian overpass
- Useful shops (butcher, baker)
- Electric zip cars – rental system
- More events/book signings
- 7 day bus service
- Higher density business core
- Incorporation as a city
- Sewer
- Community Center/Central Hub ('The Barn')
- Stop light at crosswalk
- Visitor center building
- Central farmer's market
- Cooperative commercial building
- Sidewalks, bike paths, walking paths
- Clinton is defined
- Welcome to "Clinton Landing"
- Flowers, trees, native plants
- People out and about
- Public social events and activities
- Hotels, restaurants
- Tourists know they can get food and supplies here
- Less dependent on fossil fuels
- Electric car charging stations
- Easy access to businesses
- Shuttle service from ferry to businesses
- Recreation building
- Bike rental/loan
- Park enhancement
- Marketplace for local goods and services
- Attractive, walkable shopping centers
- Frontage roads/roundabouts
- Business and technology park
- Progressive Hall has second story, includes a café offering senior meals, dance hall, daycare
- Higher density housing including apartments and condos, with services nearby
- Trolley or horse-drawn carriages bring people up the hill from the ferry
- Street lights with hanging baskets
- Grass
- Murals
- Dog area
- Park benches
- Coffee
- Kiosk
- Announcements about Clinton happenings on ferry
- Flea markets
- Art shows
- Tours
- Monthly "Whidbey 101" class
- Welcome wagon
- Larger grocery store
- A formal body, recognized by the county, representing Clinton ("community council")
- Improvements to 525 create traffic calming and pedestrian-friendliness
- Unifying visual markers/elements
- Schools purchase food from local farmers
- More businesses within walking distance from ferries
- Comprehensive plan for downtown Clinton
- Culinary institute
- Community volunteer and engagement center
- Historical identity
- Alternative waste management practices (not the traditional sewer)
- Emergency preparedness
- Lots of community/citizen involvement
- Median
- Parking
- Serve both locals and tourists
- Stay for a day, a week, or a lifetime



What happened that enabled us to accomplish these things?

Looking back from 2022, groups offered many ideas for what they would have done and how they would have worked together in order to create the 2022 they had envisioned. Some of their ideas included:

- We got on relevant long range plans (eg. Washington Ferry Plan, Island County Master Plan)
- We built infrastructure to support development (planning)
- We set up a community council
- For a stop light, we lobbied WSDOT (led by the Chamber), organized surveys and petitions
- An active Chamber
- Positive momentum created sustained community support
- We set up a trail/path organization to write a “trail plan”
- To get 7 day bus service, we held a “transit day” on which thousands of people rode the busses
- Everyone got involved: Property owners, schools and youth, local families, the Chamber, commissioners, and a Village or community council
- Our stakeholders worked together with respect and cooperation



Discovering Common Ground

Purpose: To discover what all present want for Clinton's central core

Following the engaging presentations, small groups went back to work to identify what they thought all the scenarios had in common. Following a core principle of the Future Search Conference method – “seek common ground” - they worked to answer the question: “What do you think everyone in the room agrees with?” After combining their lists with a second small group, the combined groups brought forward lists representing the eight (or fewer) areas

they felt reflected agreed-upon desires of everyone in the room. After some discussion of how best to group the items on the lists and identification of areas that seemed to have less than complete agreement, participants retired for the evening.

SUNDAY MORNING



Confirming our Common Future

Purpose: To confirm and articulate clearly what all present want for Clinton's future

In the morning, participants looked with fresh eyes at the eight cluster areas representing the common vision for Clinton's future, and we had a lively discussion about them, ensuring that all present understood the intentions and meanings behind the clusters and that things were grouped in a way that all felt good about supporting. With the clusters refined in this way, individuals selected an area they felt passion about

and worked together with others who shared that focus to draft a statement of intent for that area.

Below are the eight areas for action that emerged, each with the draft statement of intent that was created to describe it. (Note: Most of the statements are written in the “future as present” tense, conveying the perspective of a future moment in which today's aspirations have already been achieved.)

AREAS FOR ACTION

ONE VOICE/COMMUNITY COUNCIL

Statement: “We are the Clinton Community Council, representing the community to all government agencies regarding issues related to the common welfare of the community. The council shall have influence on all decisions that affect the Clinton community.”

BEAUTIFICATION

Statement: “We have identified our environmental assets, thereby showcasing our natural beauty, and enhancing our public areas. We have implemented a comprehensive beautification plan, beginning at the ferry dock and through the central core with the collaboration with local businesses and residents.”

TRAILS AND PATHS

Statement: “We are continuing to extend our non-motorized, weed-free trail system to our expanding community. We will continue to expand our trails to other community trails, eventually connecting the island.”

ECONOMIC DEVELOPMENT

Statement: “We will develop a plan to support existing business, and encourage new business in meeting the needs of residents and visitors through the integration of our community assets.”

TRAFFIC MANAGEMENT

Statement: “We have implemented traffic-calming measures to reduce speed, promote local access, and provide a safe and inviting pedestrian environment.”

TRANSPORTATION OPTIONS

Statement: “Dependable, user-friendly transport options, 7 days a week.”

COMMUNITY CENTER/CENTER OF THE COMMUNITY

Statement: “We are planning to create an indoor/outdoor community gathering place/space that serves all ages.”

INFRASTRUCTURE/UTILITIES

Statement: “We have in place those infrastructure components and policies necessary to support the economic growth and health of our community in an affordable and equitable manner.”

SUNDAY AFTERNOON



Action Planning

Purpose: To develop near and short term action plans

After presenting their statements, the action-area groups took another step forward by identifying the next steps they would take to move that area forward. Below are the action steps developed for each action area.

NEXT STEPS

ONE VOICE/COMMUNITY COUNCIL

Short-term Action Steps:

- 8 people who worked to develop the statement for this area will form an initial steering committee, and will meet next week
- One person will talk to people from each of the other 7 groups
- Exploring options for representative formation – how can we organize and be heard as a group?
- Recruited Bob Peterson to put together ideas on what is possible.

BEAUTIFICATION

Short-term Action Steps:

- Identify what the public and private areas are in Clinton core
- Sine Hough is familiar with all garden clubs and will be liaison with them
- Barbara Taylor will be liaison to business and building owners
- Start working on some public areas, so that property owners can see positive results and come on board
- Will meet 4 times a year, subgroups might work on individual projects
- Miriam Cotes is looking into models in other communities – will provide photographs and examples to show people before/after images and help speak to the benefits in other communities
- Approach garden tour re: funds for plants, also have line on Langley garden where plants are available
- Approach local growers/nurseries
- Also want to meet with benches, walkability group (Trails and Paths)

CLINTON TRAILS AND PATHS

Short-term Action Steps:

- First meeting early Feb to identify other committee members
- Identify existing paths
- Look into how Coupeville set up their trails
- Contact walking groups for cooperation and coordination

ECONOMIC DEVELOPMENT

Short-term Action Steps:

- Start exploring conversations with land and building owners
- Solicit more community involvement

Area for Action: TRAFFIC MANAGEMENT

Short-term Action Steps:

- Deferred to One Voice committee – that has to come first

TRANSPORTATION OPTIONS

Short-term Action Steps:

- Identify methods – Island Transit focused
- Explore rentals, zip cars, flex cars
- Helen Price-Johnson will go to Transit board, look at inter-agency agreements

COMMUNITY CENTER/CENTER OF THE COMMUNITY

Short-term Action Steps:

- Develop shared understanding and vision for s/place
- Asset mapping survey
- Host gatherings/focus groups before April 30, to develop written statement of goal for process

INFRASTRUCTURE/UTILITIES

Short-term Action Steps:

- Get the county to approve another alternative treatment process that property owners could use
- A couple members of group will approach Clinton water district, ask them to invite Port Orchard model to make presentation
- Create core support group to assist local water district and approach regulatory committees.



Organizing for Action

Purpose: To determine what needs to be in place, and our role, to support the action plans

Before concluding the conference, the group took on a final task – identifying the processes and structures they wanted to have in place to support and sustain their work going forward. That discussion resulted in the following agreements and commitments:

1. A **“Coordinating Committee” was formed**, including 4 members of the Conference Steering Committee and new members who volunteered at the conference.

Coordinating Committee Continuing members:

- Jack Lynch
- Sherryl Christie-Biershenk
- Carol Flax
- Tom Fisher

Coordinating Committee New members:

- BikerBob Akers
- Terri Arnold
- Glo Sherman
- Sine Hough
- Hal Schloman

2. Each of the working committees will have a **point person** who will be the point of contact for the Coordinating Committee for their committee. (Ex. Mary Donaty will be the point person for the Economic Development work group.)
3. The Coordinating **Committee Role and Charge** includes:
 - Show up
 - Communicate with the larger community
 - Serve as communication hub for work group participants
 - Set up structure for electronic communication
 - Serve as a clearinghouse of information including:
 - Participant database – who is on what committee
 - What committees are doing/accomplishing
 - Resources and supports
 - Hold committee members accountable/monitor the process
 - Establish a financial structure
 - Help identify funding sources when funds are needed to support projects
 - Coordinate budgets for committees
 - Explore establishment of non-profit
 - Convene a check-in meeting in three months
4. **A three-month check-in meeting is planned.** Original Future Search participants will re-convene for a one-day session in three months (April/May 2012) to share/discuss progress on short-term action plans. The meeting will be convened and organized by the coordinating committee, with support from sub-committee members.



Closing Circle: Personal Commitments

Purpose: To share the actions we commit to taking as we work toward our common vision for Clinton's central core

To close our time together after so many hours of hard and rewarding work, participants gathered in a circle to share impressions of the conference and describe the commitments they personally were making to move the action areas forward and achieve the common ground vision identified through the conference. Participants voiced a sense of renewed energy for moving forward, shared gratitude for the experience overall, appreciation for the talented people in the room, expressed particular admiration for the youth who participated, and reminded each other to persevere when they encounter the inevitable obstacles and difficulties on the road ahead.