



PLANNING COMMISSION

AGENDA

April 28, 2015

CITY OF OAK HARBOR
PLANNING COMMISSION
REGULAR MEETING
CITY HALL

AGENDA
April 28, 2015
7:30 P.M.

ROLL CALL: WASINGER _____ FREEMAN _____
 PETERSON _____ SCHLECHT _____
 PICCONE _____ PIERCE _____
 WALKER-WYSE _____

- Page 4*
1. **Approval of Minutes – March 24, 2015**
2. **Public Comment** – Planning Commission will accept public comment for items not otherwise on the agenda for the first 15 minutes of the Planning Commission meeting.
- Page 17*
3. **DRAFT COUNTYWIDE PLANNING POLICIES – Public Hearing**
The public hearing on the draft Countywide Planning Policies was continued from the March 24, 2015 meeting. After accepting additional public testimony at this meeting the Planning Commission may close the hearing and make a recommendation to the City Council.
- Page 61*
4. **ADOPTION OF OFFICIAL ZONING MAP – Public Hearing**
The Planning Commission will hold a public hearing on adoption of the Official Zoning Map for the City of Oak Harbor. The Planning Commission will forward a recommendation to City Council. Should the City Council decide to approve this item, an ordinance will be adopted and the zoning map made official by the signatures of the Mayor and City Clerk.
- Page 66*
5. **2016 COMPREHENSIVE PLAN UPDATE – Public Meeting**
Staff will provide an update on the progress of the 2016 Comprehensive Plan Update. The major scope of the 2016 Comprehensive Plan Update includes updates to the Land Use Element, Housing Element and the Transportation Element. Staff will also provide information on the tentative schedule.

MINUTES

March 24, 2015

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

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

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

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

PUBLIC COMMENT:
None.

DRAFT COUNTYWIDE PLANNING POLICIES (CWPP) – Public Hearing

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

Planning Commission Discussion

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

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

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

Discussion:

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

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

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

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

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

2016 COMPREHENSIVE PLAN UPDATE

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

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

Planning Commission Discussion

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

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

HOMELESS ENCAMPMENT CODE AMENDMENT – Public Meeting

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

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

Planning Commission Discussion

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

Planning Commission
March 24, 2015
Page 2 of 3

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

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

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

ADJOURN: 9:02 p.m.

Minutes submitted by: Katherine Gifford

DRAFT

Countywide Planning Policies



Planning Commission
3/24/2015

CWPP

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



Planning Commission 3/26/2015 2



North Whidbey Urban Growth Area and Joint Planning Area



Planning Commission 3/26/2015 3

CWPP

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



Planning Commission 3/26/2015 4

CWPP

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



Planning Commission 3/26/2015 5

CWPP

Document Sections

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



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CWPP

Document Sections

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



Planning Commission 3/26/2015 8

CWPP

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



Planning Commission 3/26/2015 8

CWPP

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



Planning Commission 3/26/2015 9

CWPP

- Review latest draft



Planning Commission 3/26/2015 10

CWPP

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



Planning Commission 3/26/2015 11



Planning Commission 3/26/2015 11



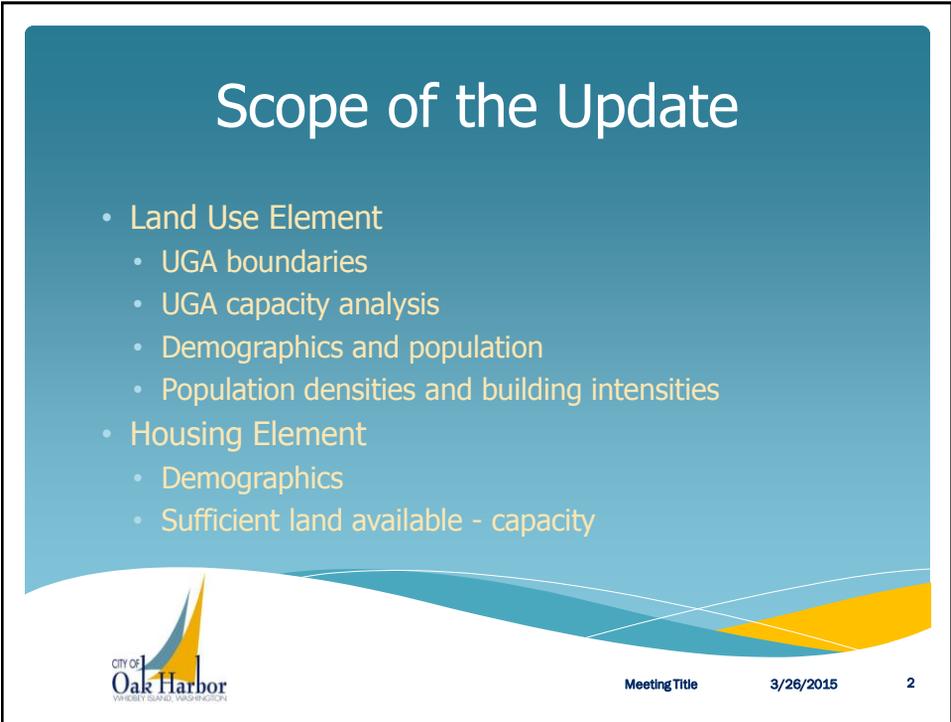
A presentation slide with a teal background and a white wavy graphic at the bottom. The text is white and yellow. The City of Oak Harbor logo is in the bottom left, and the meeting information is in the bottom right.

Comprehensive Plan

2016 Update

CITY OF
Oak Harbor
WHIDBEY ISLAND, WASHINGTON

Planning Commission
3/26/2015



A presentation slide with a teal background and a white wavy graphic at the bottom. The text is white and yellow. The City of Oak Harbor logo is in the bottom left, and the meeting information is in the bottom right.

Scope of the Update

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

CITY OF
Oak Harbor
WHIDBEY ISLAND, WASHINGTON

Meeting Title **3/26/2015** **2**

Scope of the Update

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



Meeting Title 3/26/2015 3

Vision

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



Meeting Title 3/26/2015 4

Original Vision

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



Meeting Title 3/26/2015 5

Vision - review

<p style="text-align: center;">Feb Joint Meeting</p> <ul style="list-style-type: none"> • Reviewed visions refinements • Three formats presented <ul style="list-style-type: none"> • Paragraph • Bulleted • Categorized 	<p style="text-align: center;">Feedback</p> <ul style="list-style-type: none"> • Too long • Short and general • Similar to Council vision
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Meeting Title 3/26/2015 6

Vision - review

Short and General

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

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

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



Meeting Title 3/26/2015 7

Vision - review

Slogan

- Sony – make believe

Vision

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



Meeting Title 3/26/2015 8

Vision - options

<p style="text-align: center;">Option A</p> <ul style="list-style-type: none"> • Format – paragraph • General but descriptive • Retains direction from original vision 	<p style="text-align: center;">Option B</p> <ul style="list-style-type: none"> • Format – categorized • Easier reference • Retains direction from original vision • Provides for refined assessment
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Meeting Title 3/26/2015 9

Option A - Vision

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



Meeting Title 3/26/2015 10

Option B - Vision

Vision

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

Envision Oak Harbor's Economy

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

Envision Education in Oak Harbor

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

Envision Recreation in Oak Harbor

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

Envision Oak Harbor's Culture

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



Meeting Title

3/26/2015

11

Vision

Recommendations?
Feedback?



Meeting Title

3/26/2015

12

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

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

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

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

DRAFT
COUNTYWIDE
PLANNING POLICIES

Public Hearing

**City of Oak Harbor
Report to the Planning
Commission**

Date: April 28, 2015
Subject: Countywide Planning Policies

Note: Agenda packet is posted on the city website www.oakharbor.org under the Development Services Department Planning Commission page. You can zoom in on the maps on the website.

FROM: Steve Powers, AICP
Development Services Dept. Director

PURPOSE

This report presents the draft Countywide Planning Policies to the Planning Commission. Staff requests the Commission conclude the public hearing on this item and recommend approval of the draft to the City Council.

BACKGROUND

The Planning Commission has been briefed a number of times on the draft Countywide Planning Policies (CWPP). A list of those briefings was included in the March 24th Planning Commission report (Attachment 1). At that meeting the Commission opened a public hearing on the CWPP, accepted testimony from staff and then continued the hearing to the April meeting.

During the public hearing the Planning Commission recommended a revision to the draft CWPP. The relevant portion of the March 24th meeting minutes is shown below:

Planning Commission Discussion

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

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

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

Discussion:

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

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

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

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

Staff made the necessary revision to the draft CWPP per the Planning Commission's recommendation. No other revisions have been made.

Staff met with Island County staff subsequent to the March 24th meeting. One topic of discussion was the fifty percent threshold noted above. During this meeting staff learned more about how that threshold is intended to work from the County's viewpoint. The explanation involves the 20-year population projection and planning period and how the two jurisdictions should respond if a significant amount of that projection was to occur within the eight (8) year periodic update cycle. Staff will speak to this topic during the meeting. In light of the clarified information to be presented, the Planning Commission may wish to revisit this topic.

At the conclusion of the March 24th meeting the Planning Commission noted requested that copies of the presentation aerial photographs and maps be included with the staff report. Attachment 3 depicts the North Whidbey Urban Growth Area and Joint Planning Area. Attachment 4 is the Oak Harbor North Side UGA and JPA. Attachment 5 shows Oak Harbor Southwest Quadrant UGA and JPA.

KEY CONCEPT: LAND CAPACITY ANALYSIS

As the City continues working on the 2016 Comprehensive Plan update the question most frequently asked staff is when the City will start the process to expand the urban growth area (UGA). Staff is always careful to respond that the City must first determine if additional capacity in the urban growth area is warranted. If so, then the community may consider how to create it through expansion of the UGA, changing the land use pattern or increasing the allowable residential densities (or a combination of these methods).

The process for determining if additional capacity is necessary is known as a land capacity analysis or as a buildable lands analysis. Staff from the various jurisdictions in Island County spent a significant amount arriving at a suitable land capacity analysis. Our collective goals for the process were that it would be uniform, data based, reproducible, objective and defensible. The land capacity analysis methodology is one of the key concepts in the draft CWPP.

The proposed land capacity analysis methodology¹ seeks to determine the total development capacity for four different categories of land use (single-family, multi-family, commercial/mixed use and industrial). It excludes lands which are undevelopable and factors in the effect critical areas have on development capacity. Once these steps are complete it is necessary to calculate the development capacity for each of the four land use categories. From there the total number of possible dwelling units is determined. Working with average household size it is then possible to determine the total population that can be accommodated in the existing UGA.

¹ Please see CWPP, Sections 3.3, 4.3 and Appendix A, for additional discussion of the policies and methodology.

If the 20-year population projection can be accommodated then no change is required to the UGA. If it cannot, then some form of change is necessary. The community may consider how to create additional capacity through expansion of the UGA, changing the land use pattern or increasing the allowable residential densities.

CONCLUSION

Counties and the cities within them planning under the Growth Management Act are required to adopt CWPP. The CWPP are policy statements used solely for establishing a countywide framework from which county and city comprehensive plans are developed and adopted. The draft policies address a variety of topics including those related to population projections, land capacity analysis and the sizing of the urban growth area, provision of urban services and joint city/county planning within urban growth areas. The proposed CWPP address these topics in a manner that will assist Oak Harbor in completing its 2016 Comprehensive Plan update.

RECOMMENDATION

1. Conclude the public hearing
2. Recommend approval of the draft CWPP to the City Council

ATTACHMENTS

Attachment 1: March 24, 2015 Planning Commission Report (w/o attachments)

Attachment 2: Draft countywide planning policies

Attachment 3: North Whidbey Urban Growth Area and Joint Planning Area

Attachment 4: Oak Harbor North Side UGA and JPA

Attachment 5: Oak Harbor Southwest Quadrant UGA and JPA

**City of Oak Harbor
Report to the Planning
Commission**

Date: March 24, 2015
Subject: Countywide Planning Policies

FROM: Steve Powers, AICP
Development Services Dept. Director

PURPOSE

This report presents the draft Countywide Planning Policies to the Planning Commission.

BACKGROUND

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

- (a) Policies to implement RCW [36.70A.110](#) [urban growth areas] (Attachment 2);
- (b) Policies for promotion of contiguous and orderly development and provision of urban services to such development;
- (c) Policies for siting public capital facilities of a countywide or statewide nature, including transportation facilities of statewide significance as defined in RCW [47.06.140](#);
- (d) Policies for countywide transportation facilities and strategies;
- (e) Policies that consider the need for affordable housing, such as housing for all economic segments of the population and parameters for its distribution;
- (f) Policies for joint county and city planning within urban growth areas;
- (g) Policies for countywide economic development and employment, which must include consideration of the future development of commercial and industrial facilities; and
- (h) An analysis of the fiscal impact.

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

Staffs from Island County, Coupeville, Langley and Oak Harbor have met multiple times over many months to review drafts of the revised CWPP. The version attached to this staff report is considered a final draft by Island County.

BRIEFINGS

City staff has briefed both the Planning Commission and the City Council on this project. In 2014 the Planning Commission was briefed on October 28th, November 19th, November 25th and

December 9th. The Commission received briefings in 2015 on January 27th and February 24th. In 2014 the City Council was briefed on December 17, 2014, January 28, 2015 and February 11, 2015.

THE DRAFT

The CWPP provide a framework for the adoption of comprehensive plans and are intended to help guide and coordinate issues of regional significance. The draft CWPP includes the following sections:

1. General Provisions
 - 1.1 Purpose
 - 1.2 Applicability
 - 1.3 Definitions
2. Countywide Planning Goals
3. Countywide Planning Policies
 - 3.1 General Provisions
 - 3.2 Joint Planning Area Policies
 - 3.3 Urban Growth Areas
 - 3.4 Urban Development
 - 3.5 Rural Development
 - 3.6 Public Facilities and Services
 - 3.7 Facilities of Countywide or Statewide Significance
 - 3.8 Transportation
 - 3.9 Housing
 - 3.10 Land Use and Public Health
 - 3.11 Economic Development and Employment
4. Administration and Implementation
 - 4.1 Countywide Planning Group
 - 4.2 Procedures for Adopting or Amending Countywide Planning Policies
 - 4.3 Population Projections and Land Capacity Analysis
 - 4.5 Monitoring and Reporting Procedures

Appendix A: Buildable Lands Procedures

Abbreviations & Definitions

Assumptions

Rural Analysis Steps

RAID Analysis Steps

UGA Analysis Steps

County staff took the lead in preparing the initial version of the draft CWPP. The format of the draft is significantly different than that of the existing CWPP. Where policies within the existing CWPP are general, the proposed policies are generally more detailed. Greater attention is also paid to how certain aspects of the policies will be implemented (e.g. how a land capacity analysis is to be completed).

City staff played an active role in discussing the implications of the proposed policies and in

advocating for amendments to the draft. Many of Oak Harbor's suggested amendments were incorporated. As one might expect, there was not one-hundred percent agreement on all items by all parties. Overall, however, it is fair to say that City staff is reasonably comfortable with the proposed policies. There remain just a few areas where staff has additional questions or will suggest further revision.

For the purpose of this meeting staff presents a track changes version of the document to the Planning Commission (Attachment 3). This version shows additional, suggested revisions to the policies and includes comments for the Planning Commission's information.

COUNTY PROCESS

Island County staff has completed their review of the draft CWPP with their Planning Commission. On February 26, 2015 the Island County Planning Commission recommended approval of the draft CWPP to the Board of Island County Commissioners. County staff is fully aware of the fact that the City of Oak Harbor may still propose revisions to the draft policies.

RECOMMENDATION

1. Open the public hearing
2. Provide feedback and direction to staff

ATTACHMENTS

Attachment 1: RCW 36.70A.210, Countywide planning polices

Attachment 2: RCW 36.70A.110, Urban growth areas

Attachment 3: Draft countywide planning policies

Countywide Planning Policies

1. General Provisions

1.1 Purpose

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

1.2 Applicability

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

1. Planning Policies and Development Regulations adopted or enforced by Government Agencies and Special Service Districts shall be consistent with these goals and policies.
2. All decisions by Government Agencies and Special Service Districts regarding the provision or construction of Public Services and facilities shall be consistent with these goals and policies.
3. These goals and policies should not be construed to otherwise reduce, diminish, or supersede those planning and land use powers reserved exclusively for the Municipalities or the County by Washington State law.

1.3 Definitions

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

1. Agency, Government: The County government of Island County, a Municipality within Island County, or a department or agency of the State of Washington.
2. County: The County government of Island County. This term is used throughout this document to differentiate between the jurisdictional limits of the government

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of Island County, and the geographic area encompassed by Island County. See “Island County”.

3. Development Regulation: Controls placed on development or land use activities by the County or Municipalities, including, but not limited to, zoning ordinances, critical areas ordinances, shoreline master programs, official controls, planned unit development ordinances, platting regulations, subdivision and short subdivision ordinances, and binding site plan ordinances together with any amendments thereto.
4. Facility of Statewide or Countywide Significance: Those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW [47.06.140](#), regional transit authority facilities as defined in RCW [81.112.020](#), state and local correctional facilities, solid waste handling facilities, and inpatient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities as defined in RCW [71.09.020](#). Public school facilities and municipal sewage treatment facilities shall also be considered Facilities of Statewide or Countywide Significance. Throughput transmission facilities and major utilities, as defined in Island County Code, shall not be considered Facilities of Statewide or Countywide Significance. This definition is intended to be used synonymously with the term “essential public facilities”.
5. Future Planning Area (FPA): An area immediately outside of, and adjacent to, a Non-Municipal Urban Growth Area. Future Planning Areas are designated by the County to reserve areas which may be necessary for future Urban Growth and to protect land which has been identified as having long term rural significance such as critical areas, key entrance roads, and areas of historical significance. Broadly, such areas are intended to provide an opportunity for long term planning beyond the normal twenty year planning horizon.
6. Joint Planning Area (JPA): Areas immediately outside of, and adjacent to, Municipal Urban Growth Areas. JPAs are jointly designated by the County and Municipalities to reserve areas which may be necessary for future Urban Growth and to protect land which has been identified as having long term rural significance such as critical areas, key entrance roads, and areas of historical significance. Broadly, such areas are intended to provide an opportunity for long term planning beyond the normal twenty year planning horizon.
7. Municipality or Municipal: A legally incorporated or duly authorized association of inhabitants of a limited area for local government or other public purposes. For purposes of interpreting this document, “Municipality” or “Municipal” is intended to refer to the current incorporated jurisdictions in Island County (Coupeville, Langley, and Oak Harbor) as well as any city or town incorporated after the establishment of these CWPPs.

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8. Planning Area: Four Planning Areas have been established in Island County for purposes of long term planning, population forecasting, and data analysis. The four Planning Areas include: Camano Island, North Whidbey, Central Whidbey, and South Whidbey. The specific boundaries of these areas are delineated on maps maintained by, and on file with, the County Planning Department.
9. Planning Goals or Planning Policies: Statements, goals, and specific policies expressed in the Growth Management Act, Countywide Planning Policies, or a comprehensive plan adopted by the County or a Municipality.
10. Rural Area(s): As used in this document the term “Rural Area” is intended to refer to all of the land area in Island County outside of Urban Growth Areas. Generally (with the exception of RAIDs) Rural Areas are intended to facilitate agriculture, forestry, and other resource dependent uses and activities which depend on rural resources and lands. Other uses may be permitted in the Rural Area when consistent with the County’s definition of Rural Character.
11. Rural Area of Intense Development (RAID): Areas of existing more intense rural development designated by the County pursuant to RCW 36.70A.070(5)(d)(i) and WAC 365-196-425(6)(c)(i). This term is synonymous with, and intended to be used interchangeably with, the term “Limited Area of More Intense Rural Development” (Type 1 LAMIRD) as used in the GMA. The County comprehensive plan contains a more complete definition as well as designation criteria for RAIDs.
12. Rural Character: Refers to patterns of land use and development established by the County in the Rural Element of the Island County Comprehensive Plan. For purposes of interpreting this document, the definition of Rural Character shall be the definition contained in the Island County Comprehensive Plan.
13. Service, Public: Includes fire protection and suppression, law enforcement, public health, education, recreation, environmental protection, public utilities (e.g. water, sanitary sewer, storm sewer) and other services or facilities provide by Government Agencies or Special Service Districts. This term is synonymous with, and is intended to be used interchangeably with, the term “public facilities”.
14. Service, Rural: Those Public Services and public facilities historically and typically delivered at an intensity usually found in rural areas, and may include domestic water systems, fire and police protection services, transportation and public transit services, and other public utilities associated with rural development and normally not associated with urban areas. Rural services are those services necessary to support development which is consistent with the definition of Rural Character and do not include storm or sanitary sewers, except as otherwise authorized by RCW 36.70A.110(4).

Comment [p1]: Added reference to other types of public utilities

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15. Service, Urban: Those Public Services and public facilities at an intensity historically and typically provided in cities, specifically including storm and sanitary sewer systems, domestic water systems, **transportation and public transit services**, street cleaning services, fire and police protection services, public transit services, and other public utilities associated with urban areas and normally not associated with Rural Areas. Urban Services are intended to accommodate and facilitate Urban Development consistent with the policies expressed in the comprehensive plans adopted by County and Municipalities.

Comment [p2]: Added reference to other types of urban services.

16. Special Service District: Independent governmental units that exist separately from local governments to provide public services to limited areas using public funds, including but not limited to sewer and water districts, fire districts, and school districts.

17. Sprawl, Sprawling: Scattered, poorly planned Urban Development that often occurs in urban fringe and Rural areas. Generally sprawl is neither reflective of Urban Character nor Rural Character. Sprawl occurs at densities too high to maintain Rural Character, but too low to provide the full range of social, economic, and cultural amenities typically associated with cities and towns. Sprawl is also characterized by forms of development which are difficult or costly to serve with high quality Urban Services

18. Urban Character, Urban Form: Refers to a pattern of Urban Growth characterized by a high concentration of economic, social, and cultural amenities, as well as a full range of housing types and densities. Each Municipality in Island County has adopted a Comprehensive Plan which is expressive of their desired Urban Form and Character.

19. Urban Development, Urban Growth: A pattern of growth that makes intensive use of land for the location of buildings, structures, and impermeable surfaces to such a degree as to be incompatible with the primary use of land for the production of food, other agricultural products, or fiber, or the extraction of mineral resources, rural uses, rural development, and natural resource lands designated pursuant to RCW [36.70A.170](#). Additionally, the term Urban Development includes all forms of development that are inconsistent with the County's adopted definition of Rural Character.

20. Urban Growth Area (UGA): Areas within which Urban Growth is encouraged and outside of which growth can occur only if it is consistent with Rural Character and not Urban Development or urban in nature. In Island County UGAs have been established around each Municipality. In addition, a UGA has been established around Freeland in recognition of its existing pattern of Urban Development.

21. Urban Growth Area, Municipal (MUGA): Each Municipality in Island County has been included in an Urban Growth Area and is responsible for developing a comprehensive plan in compliance with the GMA and the County Wide Planning

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Policies developed jointly by the County and Municipalities. For purposes of interpreting this document, the term “Municipal Urban Growth Area” shall mean an Urban Growth Area associated with an incorporated Municipality.

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

2. Countywide Planning Goals

Island County and the municipalities have identified the following goals as being of countywide concern. These goals are intended to establish a foundation for, and guide the interpretation of, the policies contained in this document.

1. Intergovernmental coordination: The County, the City of Langley, the Town of Coupeville, the City of Oak Harbor, State Agencies, and Special Service Districts will work together to address issues of regional, or countywide importance in a coordinated fashion. Proactive communication and coordination will improve the quality of planning activities and reduce the likelihood of disputes.
2. Joint City and County Planning: Decisions regarding Joint Planning Areas, Urban Growth Areas, areas for future UGA expansions, and areas of Long Term Rural Significance will be made by the County and Municipalities in a cooperative fashion.
3. Public Participation: Island County citizens will be involved in the planning process and public comments will be considered by the County and Municipalities before making planning decisions involving issues of countywide concern.
4. Urban Growth Areas: All decisions regarding the designation of new Urban Growth Areas, adjustments to existing Urban Growth Areas, population forecasting, and the allocation of population to Urban Growth Areas will be made using clearly stated and rational criteria.

Comment [p3]: Reference to working together is good; difficult to compel participation since they will not be signatories to the document.

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

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

3. Countywide Planning Policies

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

Comment [p4]: This is an important point of the document. The CWPP do not affect the City's planning efforts in other areas.

3.1 General Provisions

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

Comment [p5]: Another important point. The City retains its autonomy in these areas.

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

3.2 Joint Planning Area Policies

1. For each Municipal UGA, the County and the Municipality associated with the UGA shall collaboratively designate a Joint Planning Area (JPA). The County and Municipality shall also collaboratively produce a long term conceptual plan for the Joint Planning Area as follows:
 - a. Two broad overlay designations shall apply within JPAs as follows; Potential Growth Area (PGA) and Long Term Rural Significance (LRS). These designations need not be applied to all land within the JPA, land may be left undesignated; however, sufficient quantities of both PGA and LRS land should be designated to guide and control future development and UGA expansions.
 - b. Designate areas appropriate for future Urban Growth Area expansions. Land shall be assigned a JPA overlay designation of Potential Growth Area (PGA) if it is already characterized by Urban Development, served by Urban Services, particularly sanitary sewer, or is determined by the Municipality and the County to be the most logical and cost effective location to accommodate future Urban Growth Area expansions. Land which meets the criteria for an LRS designation shall not be assigned a Joint Planning Area overlay designation of PGA.
 - c. Designate areas of Long Term Rural Significance (LRS) which have been designated for agricultural or forestry uses. Lands which are extensively constrained by critical areas, flood hazards, or tsunami hazards should also be given an LRS designation. Lands which are ~~judged-determined~~ by the County and/or Municipality to have long term cultural, scenic or environmental benefits may also be assigned an LRS designation. At a minimum, all lands which have been assigned a County Comprehensive Plan designation of Rural Agriculture (RA), Commercial Agriculture (CA), or Rural Forest (RF) shall be assigned an LRS designation along with any other lands which may be within contiguous blocks of RA, CA, or RF land, unless such designation will preclude, forestall or render impractical future UGA expansions (see Policy 3.2.1.e).

Comment [p6]: City staff recommends adding this language to strengthen the connection between policies.

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- d. When possible, a buffer of land should be provided between the UGB or lands designated as Potential Growth Areas, and lands which have been assigned a comprehensive plan designation of Commercial Agriculture (CA), Rural Agriculture (RA), or Rural Forest (RF). When such a buffer is established it shall be assigned a designation of LRS. A buffer should not be established if it would result in highly irregular or impractically configured LRS overlay boundaries.
 - e. With the exception of the Coupeville JPA, Joint Planning Area designations shall not be assigned in such a way that future UGA expansions are completely precluded, forestalled, or rendered impractical; areas must be provided to allow for future UGA expansions.
2. The County shall adopt the LRS and PGA designations as Comprehensive Plan overlay designations which will apply in addition to any underlying comprehensive plan or zoning designations.
 3. The County may adopt a Future Planning Area around the Freeland Non-Municipal Urban Growth Area and assign overlay designations similar to those discussed above.
 4. A conceptual JPA plan should be prepared by the County in cooperation with each Municipality consistent with the above criteria, the Planning Goals and Policies expressed in this document, and any applicable County Planning Goals and Policies. The County and Municipalities should then work together to resolve any concerns prior to final adoption by the County.
 5. Proposals to modify a UGA or Joint Planning Area may be made by a Municipality or the County. Modifications to JPA plans shall be subject to the procedures and criteria identified above and should generally only be made during the periodic update cycle mandated by the GMA.
 6. For lands assigned a designation of Potential Growth Area (PGA), the County shall adopt Planning Policies and Development Regulations which limit or restrict development which could interfere with the efficient utilization of such lands for future Urban Development. The County shall also adopt Planning Policies and Development Regulations which provide Municipalities notification of significant development proposals (such as land divisions, site plan approvals, or major transportation projects) within the JPA, and shall provide the affected Municipality with the ability to comment on such proposals.
 7. For lands assigned a designation of Long Term Rural Significance (LRS), the County shall adopt Planning Policies and Development Regulations which protect the agricultural, environmental, forestry, aesthetic, or cultural values of such lands.

Comment [p7]: Important point.

Comment [p8]: Important point.

3.3 Urban Growth Areas

Consistent with the provisions of RCW 36.70A.110, a Municipal Urban Growth Area has been established around each Municipality. A Non-Municipal UGA has also been established in Freeland in recognition of the fact that Freeland is already characterized by Urban Development. Existing UGAs may ~~only~~ be modified when it can be demonstrated that the proposed modification is consistent with the following policies. These policies are intended to implement countywide planning goals 2.1, 2.2, 2.4, 2.5, and 2.11, as well as GMA planning goals one, two, and four.

1. The review of a UGA for possible expansion is a significant undertaking. Generally UGAs should only be enlarged or modified during the periodic update process; however, UGAs may be modified outside of the periodic update process if necessary to accommodate major and unanticipated fluctuations in Island County's population, or if necessary to accommodate a large employer or institution which cannot reasonably be accommodated within an existing UGA ~~or other circumstances that reduce the availability of sufficient lands to accommodate the 20-year population projection.~~

~~2.~~ Urban growth areas may be expanded if necessary ~~during the periodic process~~ to accommodate a 20 year supply of buildable land as required by RCW 36.70A.110 ~~and~~

~~2-3.~~ Urban growth areas may be expanded if necessary ~~outside of the periodic update process~~ by demonstrating that the expansion is necessary for one of the following reasons. For purposes of interpreting these policies "the start of the planning period" shall mean the date on which the most recent periodic update was completed.

- a. Population growth in the UGA since the start of the planning period equals or exceeds ~~fifty-thirty~~ percent of the population growth allocated to the UGA at the start of the planning period; or
- b. Employment growth in the UGA since the start of the planning period equals or exceeds ~~fifty percent~~ of the employment growth allocated to the UGA at the start of the planning period; or
- c. Written notification is provided by the Department of Defense, or other reliable and verifiable information is obtained, indicating that prior to the next periodic update cycle, ~~base-Naval Air Station Whidbey Island~~ staffing will increase in a manner which would result in population growth equal to or exceeding ~~fifty-thirty~~ percent of the population growth allocated to the UGA at the start of the planning period; or
- d. An opportunity is presented to bring a large scale business, industry, institution, or other significant employer to Island County, and the County

Comment [p9]: City staff recommends this word be deleted. Including the word 'only' restricts considering UGA expansions to just the situations listed and potentially limits the County and the Municipalities ability to consider other factors. Also, the policies following this section are very specific and provide sufficient decision making framework. Finally, other policies within this section use 'may' (Policies 8 and 9).

Comment [p10]: The CWPP are reviewed very infrequently. Adding this language will allow all jurisdictions to address circumstances that cannot be foreseen at this time without the need to revise the CWPP.

Comment [p11]: City and County staff have spent a significant amount of time on this section. The policies are intended to address UGA expansions as part of the periodic process and those that might be considered outside of that process. These concepts were included in a single policy. City staff now suggests that the policy be split as shown.

Formatted: List Paragraph, No bullets or numbering

Comment [p12]: The threshold was reduced from fifty to thirty percent per the PC's recommendation of 3/24/15.

Comment [p13]: This threshold was left as-is in response to the PC's discussion on 3/24/15.

Comment [p14]: The threshold was reduced from fifty to thirty percent per the PC's recommendation of 3/24/15.

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and Municipality agree that due to the facility or institution's unique characteristics there is no suitable land available inside the current UGA.

3.4. Urban Growth Areas shall be sized to include only the land necessary to accommodate twenty years of population and employment growth based on the methodology included in Appendix "A". The methodology is intended to provide for a reasonable market factor.

4.5. In considering potential UGA expansion scenarios, Municipalities should consider alternative measures such as, increasing the densities allowed within their existing UGA or altering the uses allowed by their land use plan and zoning regulations. The viability of such measures should then be discussed with the County. In determining the viability of such alternative measures, the Municipalities may consider a full range of economic, social, and real estate market factors.

5.6. If it is determined that an expansion or modification of a UGA is necessary, land shall be considered for inclusion within the UGA in the following order:

- a. Land with a JPA overlay designation of PGA.
- b. Land within a JPA which has not been assigned a JPA designation, provided such land is not extensively constrained by critical areas or located in a significant flood or tsunami hazard area.
- c. Land with a JPA overlay designation of LRS and an underlying County comprehensive plan designation of Rural (R) which is not extensively constrained by critical areas and which does not contain significant flood or tsunami hazard areas.
- d. Land with a JPA overlay designation of LRS and an underlying County comprehensive plan designation of Rural Agriculture (RA) or Rural Forest (RF) which is not extensively constrained by critical areas, and which does not contain significant flood or tsunami hazard areas.

6.7. Land which is extensively constrained by critical areas, or which is designated as resource land of long term significance and is identified by a County comprehensive plan designation of "Commercial Agriculture" (CA) shall be considered the absolute lowest priority for inclusion within a UGA and shall only be included within a UGA upon a demonstration of the following:

- a. After a thorough consideration of all other reasonable measures the UGA must be expanded in order to relieve a critical shortage of buildable land; and,

Comment [p15]: City staff suggest language be added to the CWPP explicitly stating a market factor is to be included. Adding such language here complements the reference to real estate market factors in No. 4 below.

Comment [p16]: This is an important section. It is intended to demonstrate that Municipalities have the lead role in determining possible growth scenarios.

Upon further review of this section, City staff believes additional conversation with the County is warranted as to how this policy will be implemented.

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- b. No other land exists which can reasonably be added to the UGA.
- c. The land being considered can be reasonably served by Urban Services.

7.8. Under no circumstances shall a UGA be expanded into a designated tsunami or flood hazard area unless the land is assigned an extremely low intensity comprehensive plan designation such as park or open space.

8.9. Urban Growth Areas may be reduced in size if:

- a. Revised population estimates or allocations indicate that the existing UGA is larger than necessary to accommodate a 20 year supply of buildable land.
- b. Densities within the UGA have been increased such that the UGA is larger than necessary to accommodate a 20 year supply of buildable land.
- c. It is determined that Urban Services including public sewer and water cannot reasonably be provided to the area included in the proposed UGA reduction. Any UGA reduction proposed on the basis of this criterion shall ensure that any population currently allocated to the area included in the proposed reduction is redistributed elsewhere within the UGA, or to another UGA.

9.10. Urban Growth Areas may be modified by simultaneously including and excluding land so that the total area of the UGA is not altered, provided that land shall be considered for inclusion based on the criteria expressed in policies 3.3.5, 3.3.6, and 3.3.7 above.

10.11. Land shall not be removed from a UGA if it is already characterized by Urban Development, permits have been issued authorizing Urban Development, or Urban Services have been extended into the area.

11.12. UGA modifications outside of the period update cycle may be proposed by a Municipality, the County, or an individual. Modifications proposed by Municipalities or individuals shall be submitted to the County in a manner consistent with the County's procedures for comprehensive plan amendments and placed on the County's annual review docket. Modifications proposed by individuals shall not be approved by the County unless the modification is supported by the legislative authority of the affected Municipality.

12.13. For any proposed UGA modification a current land capacity analysis shall be prepared and shall utilize the procedures described in Appendix A. The land capacity analysis should be performed by the jurisdiction initiating the UGA modification, unless the modification is initiated by an individual, in which case the land capacity analysis should be completed by the County.

3.4 Urban Development

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

1. Urban Development shall take place only within municipalities and UGAs.
2. Each Municipality shall prepare land use plans, Planning Policies, and Development Regulations for their UGA. These plans, Planning Policies, and Development Regulations shall be used to regulate development activities within the incorporated boundaries of the Municipality. For land within a Municipal UGA, but outside the incorporated boundaries of a Municipality, the County's Planning Policies and Development Regulations shall apply until such time that the land is annexed. Upon annexation the Municipality's Planning Policies and Development Regulations shall apply.
3. Urban Development shall be expressive of Urban Character. Planning Policies and Development Regulations should be adopted by the County and the Municipalities to ensure that Urban Development is not wasteful of land or resources, and that Urban Development proceeds in an orderly contiguous fashion.
4. Planning Policies and Development Regulations shall be adopted which require that new development, including subdivisions, short subdivisions, site plan approvals, and building permits for new homes and commercial or industrial buildings within UGAs be served by public sewer and water.
5. Development Regulations may be adopted by the Municipalities (or by the County in the case of the Freeland NMUGA) which allow variances or waivers to be granted from the above requirement in situations where public sewer and water cannot be provided economically due to topographical constraints or an inability to obtain the approval of intervening land owners. Waivers or variances should only be granted to serve existing development or to permit the development of single-family homes on existing lots. Waivers or variances shall not be used to permit land division or the establishment of new non-residential uses.
6. The construction or installation of new private wells and septic systems within Urban Growth Areas should be strongly discouraged and only allowed through a variance or waiver as described above in policy 3.4.5. When permitted, these systems should be considered an interim solution until public sewer or water service can be provided.

Comment [p17]: This is a departure from the existing Interlocal Agreement with Island County. That Agreement requires the use of blended (joint) development standards. If adopted as drafted, the Interlocal Agreement will need substantial revision.

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7. The Municipalities and County agree that steps should be taken during each periodic update cycle to increase the percentage of Island County's overall growth occurring within UGAs. The Municipalities and the County should work to foster, promote, and accommodate additional housing and job growth within existing UGAs and shall adopt policies to accomplish this objective.
8. Municipalities shall not annex land outside an Urban Growth Area.
9. Land recently added to a UGA shall not be annexed until any appeal periods or proceedings associated with the UGA expansion have lapsed or been resolved.
10. Each Municipality should include specific policies to guide the incorporation process in their comprehensive plans. ~~Such policies must ensure that annexation ordinances contain language which makes Municipal Planning Policies and Development Regulations applicable to the area being annexed immediately upon annexation.~~
11. It is recognized that Urban Growth and Development should be regulated by the Municipalities. Accordingly, the following policies are intended to facilitate and encourage the annexation of land outside of existing Municipal boundaries but within Municipal UGAs. These policies are also intended to ensure that Urban Development occurs in a logical, incremental, and rational fashion, and to prevent the County from authorizing development within a Municipality's UGA which forestalls or frustrates future Urban Development or the realization of the Municipality's Planning Goals and Policies:
 - a. Land outside of existing Municipal boundaries but within a Municipal UGA shall be assigned a County comprehensive plan and zoning designation of Urban Holding "UH" until such time that it is annexed by a municipality. Once the annexation process is complete, the Municipality's Planning Policies, zoning designations, and Development Regulations shall be used to regulate development.
 - b. Island County will support the incorporation of Non-Municipal Urban Growth Areas and provide technical assistance as needed.
 - c. In allocating projected growth to UGAs, priority should be given to Municipal UGAs over Non-Municipal UGAs within the same planning area.
 - d. The County shall adopt Planning Policies and Development Regulations which prohibit Urban Development in areas subject to an Urban Holding designation, including land divisions at urban densities and site plan approvals for Urban Development, provided that minor redevelopment, remodeling, and improvements may be permitted in areas designated UH which are characterized by existing Urban Development.

Comment [p18]: Unnecessary. Topic addressed by State law.

Comment [p19]: This is a significant departure from the existing situation as reflected in the current Interlocal Agreement. County staff has explained that the main purpose of this text is to preclude urban development from occurring outside of city limits and to facilitate annexation of these properties. City staff appreciates this perspective. City staff believes it may be challenging to implement this policy and recommends careful study of the practical results of this policy before it is adopted.

3.5 Rural Development

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

3.6 Public Facilities and Services

1. New Urban Services and facilities shall not be provided or extended outside of Urban Growth Areas. In particular, sanitary sewer systems may not be extended outside of existing UGAs unless necessary to respond to a documented public health hazard caused by existing development which cannot be remedied in any other reasonable way.
2. Public Services and facilities shall be provided in a manner which is consistent with, and helps to implement all aspects of locally adopted comprehensive plans and Development Regulations.
3. Public Services and facilities shall not be provided in a manner which is contrary to locally adopted comprehensive plans and Development Regulations.

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4. Within UGAs, provisions must be made to ensure that necessary Urban Services are available or in place prior to, or concurrent with, Urban Development.
5. Consistent with GMA requirements, locally adopted comprehensive plans and Development Regulations shall specifically identify how Urban Services will be provided throughout UGAs.
6. With respect to services or facilities of regional significance, Municipalities and the County should coordinate capital facilities planning and funding within UGAs.
7. The County and the Municipalities will work together to implement, enforce, and update the Coordinated Water System Plan and any associated Planning Policies or Development Regulations.
8. Public Services and facilities should be located in areas which are accessible by all modes of transportation. In particular, public services serving low income or mobility impaired citizens should be located in close proximity to transit stops and in areas with a well developed network of sidewalks and paths.
9. In general, public facilities and buildings should not be located in Rural Areas. In evaluating the appropriate location for public buildings and facilities, sites should be considered in the following order of preference:
 - a. Sites within existing Municipalities.
 - b. Sites outside of existing Municipalities, but within UGAs.
 - c. Sites outside of an existing Municipality, or UGA, but within a Limited Area of More Intense Rural Development (RAID).
 - d. Sites in Rural Areas, but only when it can be shown that the Public Service requires a location in a Rural Area due to its unique operational characteristics or service area requirements.

3.7 Facilities of Countywide or Statewide Significance

The County and the Municipalities are required by the GMA (RCW 36.70A.200) to include provisions in their comprehensive plans and Development Regulations addressing essential public facilities. The following policies are intended to guide the designation, location, expansion, and modification of Facilities of Countywide or Statewide Significance and to ensure full compliance with GMA requirements.

1. The County and Municipalities shall ensure that their Planning Policies and Development Regulations contain policies and procedures allowing for, and governing facilities of statewide or countywide significance.

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2. The County and each Municipality should establish a process through their comprehensive plans or Development Regulations for identifying and regulating the location and development of essential public facilities. These policies and regulations should, at a minimum, include:
 - a. A process for determining whether or not a given facility or service meets the definition of an essential public facility.
 - b. A process, including specific criteria, for evaluating alternative locations.
 - c. Provisions to ensure that the environment, public health, and safety are protected.
 - d. For facilities outside of UGAs, provisions to ensure, to the extent possible, the facility is consistent with the County's adopted definition of Rural Character.
3. To the extent possible, essential public facilities should be located in a manner which is consistent with, and supportive of adopted land-use, transportation, and economic development plans.
4. Essential public facilities shall be located within a UGA unless it can be demonstrated that a rural location is the most appropriate location based on the specific characteristics and operational needs of the facility. Mere convenience or expediency is not sufficient to demonstrate compliance with this requirement.
5. Essential public facilities located outside of a UGA should be self contained and should not require the extension or provision of Urban Services. In the event that it is absolutely necessary to extend Urban Services to allow for the establishment of an essential public facility that would otherwise be impossible to establish, Urban Services shall be provided in a manner which precludes further extension or connections in the intervening areas. In such instances, the extension of Urban Services shall not be used to service Rural Development or to justify future UGA expansions that could not otherwise be supported by the policies of this document.
6. The County and Municipalities shall not preclude the establishment or provision of an essential public facility when proposals for such services or facilities are consistent with these policies, as well as any Planning Policies and Development Regulations adopted by the County or Municipalities regulating essential public facilities.
7. The County, in collaboration with the affected municipality shall review proposals for Facilities of Countywide or Statewide Significance in unincorporated Municipal UGAs, taking into consideration these policies, as well as applicable County and Municipal policies and regulations.

3.8 Transportation

1. The transportation element of the County’s comprehensive plan should include Urban Growth Area components to ensure consistency among planning jurisdictions. All transportation planning, including that of Federal or State agencies, and Port Districts, should be jointly and cooperatively developed, adopted and implemented through coordinated and collaborative planning efforts.
2. The County and Municipalities should each actively participate in multi-county, multi-jurisdiction, regional transportation planning, including planning for Washington State Ferries.
3. The County and Municipalities will cooperate in the analysis of, and response to, any major industrial, retail, commercial, recreation, or residential development proposal that may impact the transportation systems in Island County.
4. The capacity of the transportation system must be planned, built, and managed to meet planned land use densities in UGAs.
5. The planned transportation system should be implemented in a coordinated and cost effective manner utilizing a fair and sufficient method of funding.
6. The County and Municipalities shall work together in identifying and preserving transportation corridors in JPAs and unincorporated UGAs. The location and extent of such corridors should be based on the street classifications and/or future street maps recommended or identified in the Transportation Elements of Municipal Comprehensive Plans.
7. The purchase of right-of-way, or the construction of transportation projects necessary to facilitate Urban Development, within unincorporated UGAs shall be the responsibility of the Municipality associated with the UGA.
8. The County and Municipalities will coordinate their respective transportation plans for consistency and interconnectedness in JPAs and unincorporated Municipal UGAs. For developments occurring in a JPA, or an unincorporated Municipal UGA, that may impact future transportation corridors, the County will notify the Municipality responsibility for the UGA or JPA of the development and provide the Municipality with an opportunity to comment on the proposal.
9. Pursuant to RCW 36.70A.430, a multi-jurisdiction environmental and permitting process should be established for reviewing and coordinating state and local permits for transportation projects that cross Municipal or County boundaries. This policy may be carried out through the development of inter-local agreements with the Municipalities within Island County as well as adjoining ~~County's~~ Counties and Municipalities.

Comment [p20]: This policy would benefit from the addition of clarifying language. The additional language should address what is meant by “response to” and which activities are defined as “major” (especially those related to residential).

Comment [p21]: This is an important policy. Identifying and preserving future transportation corridors is an important step in developing the future transportation network.

3.9 Housing

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

1. A wide range of housing development types and densities throughout Island County should be encouraged and promoted to meet the needs of a diverse population and provide affordable housing choices for all;
2. Manufactured home parks at urban densities, should be located within Municipalities, UGAs, and/or unincorporated RAIDs;
3. Multi-family housing should be located within Municipalities, UGAs, and/or unincorporated RAIDs;
- ~~4. The County and Municipalities should provide appropriately zoned lands and/or location criteria to assure the inclusion of multi-family housing and manufactured home parks within UGAs and should provide for other types of housing for individuals with special needs throughout the county.~~
4. In order to maximize economic opportunity and enhance the wellbeing of Island County's low income residents, publicly funded low income housing should be located in close proximity to employment centers, transit stops, and other public services.
5. The comprehensive plans of the County and the Municipalities should consider the following housing policies:
 - a. Development of boarding houses, single-room occupancy housing, scattered site housing, and accessory housing such as elder cottages, guest houses, and/or attached apartments;
 - b. Establishment of a public/private housing trust fund to provide loans and grants for development of low to moderate income housing and housing for persons with special needs;
 - c. Identification of publicly owned properties within UGAs or RAIDs that could serve as possible sites for the development of affordable low income housing; and
 - d. Identification of regulatory relief actions such as inclusionary zoning, density bonuses for the development of lower-cost housing or in-lieu payments into a housing trust fund, forgiveness of impact or mitigation fees for low-income housing as authorized under the GMA or priority

Comment [p22]: Not necessary with Policies 1-3 as shown above.

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permit process treatment of housing developments intended for or including affordable housing.

6. Provisions for affordable housing will be required elements of the economic development and comprehensive plans of the County and Municipalities.

3.10 Land Use & Public Health

Access to clean air and water, healthy food, affordable housing, adequate transportation, and opportunities for physical activity, are all key factors that contribute to a positive quality of life. The Growth Management Act (GMA) encourages the availability of affordable housing, efficient multimodal transportation systems, retaining open spaces, enhancing recreational opportunities and requires communities to plan for bicycle and pedestrian transportation and physical activity. Establishing a deliberate connection between land use and public health will assist the County and the Municipalities further the GMA in this area. Therefore, it is the policy of the County and the Municipalities that the following policies should be considered when developing or revising County or Municipal Planning Policies and Development Regulations:

1. Roadway systems should be planned, built, and managed to encourage alternative transportation modes to the single-occupant vehicle. Transportation systems should support active, independent mobility for users of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities. Each jurisdiction should encourage:
 - a. Use of public transportation,
 - b. Development of linked on-street bicycle routes and pedestrian and bicycle corridors;
 - c. Adequate pedestrian facilities; and
 - d. Provisions for connections between different modes of transportation.
2. Development within UGAs should encourage enhanced community access and promote healthy active lifestyles through:
 - a. ~~A dense~~An appropriate mix of land uses and intensities of land uses;
 - b. Well connected street grids;
 - c. Non-motorized access to transportation
 - d. Appropriate pedestrian and bicycle facilities that allow for safe travel; and
 - e. Regionally connected trail systems

3. A countywide system of non-motorized trails should be established in accordance with the Island County Non-Motorized Trails Plan. Trail development should be completed through regional collaboration and prioritize linking multi-modal transportation, schools, urban development, places of employment, and recreational facilities.
4. Residents should have adequate access to “open space” areas. Open spaces include land which contains natural areas, habitat lands, natural drainage features, and/or other environmental, cultural and scenic resources. Such land should be preserved and provided to residents for recreational use when appropriate. Open spaces should be linked to non-motorized transportation and public transportation.
5. Residents should have access to healthy food choices. Consideration should be given to establishing land use patterns and Development Regulations that support such access. Land use and Development Regulation amendments should consider the potential to remove existing barriers to healthy food choices, if they exist. Home and community gardens within UGAs should be encouraged and supported through design and permitting processes.
6. Access to affordable housing influences, and is influenced by, residents' health. Housing services should be planned with collaboration of health and economic development expertise. Development of multi-family affordable housing should be encouraged near major employment opportunities, public services including healthcare, public transportation, retail providing healthy food options, and open spaces such as parks and trails.

3.11 Economic Development & Employment

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

1. Economic growth should be encouraged within the capacities of the County's natural resources, public services and public facilities;
2. The Economic Development Element of the Island County Comprehensive Plan and the comprehensive plans of the Municipalities should, at a minimum:
 - a. Consider the goods, services and employment requirements of existing and projected population:
 - b. Identify the land use, infrastructure, transportation, and labor market requirements of businesses which have the highest probability of

Comment [p23]: City staff recommends this revision to maintain consistency with the remainder of statements in this section.

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economic success in Island County and the least negative impact on the quality of life;

- c. Based on citizen input, existing land use patterns and local capacity (geographic environmental and other considerations), determine areas suitable for retail, commercial and industrial uses; and
 - d. Encourage expansion of the tax base to support the infrastructure and services required to support a growing or changing population.
3. Future retail, commercial, and industrial development should be encouraged in UGAs and RAIDs as identified in the comprehensive plans adopted by the County and Municipalities.
 4. Land use regulations and infrastructure plans of the County and Municipalities should be amended or developed in a manner that supports economic development elements of locally adopted comprehensive plans.
 5. Economic development in each of Island County's Planning Areas should proceed in a coordinated fashion consistent with locally adopted comprehensive plans and development regulations.
 6. The County, Municipalities and Port Districts should work collaboratively to address issues of intergovernmental coordination and overlapping responsibility.

4. Administration and Implementation

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

4.1 Countywide Planning Group

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

4.2 Procedures for Adopting or Amending Countywide Planning Policies

1. The Countywide Planning Policies shall be reviewed, updated, or amended as needed during the periodic update and review cycle required by RCW

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36.70A.130, provided that any amendments or updates are consistent with the requirements of the GMA.

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

4.3 Population Projections and Land Capacity Analysis

1. As part of the periodic review process required by RCW 36.70A.130, the CPG shall review, and if necessary, revise the 20 year population projection. The County should lead this effort in cooperation with the Municipalities.
2. In reviewing the 20 year population projection, the CPG shall utilize the medium series projection range issued by the Washington State Office of Financial Management (OFM) as a base, or starting point. The CPG shall then analyze the assumptions used in the development of OFM's forecasting model. In those instances where OFM's assumptions differ from locally observed conditions or trends, adjustments shall be made to the medium series projection.
3. Once a general consensus has been reached by the members of the CPG, the CPG's population projection recommendation shall be forwarded to the Island County Planning Commission and the Board of Island County Commissioners (BOCC) for consideration. Based on the Planning Commission's recommendation, the BOCC shall either adopt the 20 year population projection developed by the CPG or refer the matter back to the CPG for further work.
4. BOCC adoption of a population projection shall include a resolution identifying the population projection to be used. The population projection decision shall only become final when ratified by the majority of legislative bodies representing Coupeville, Island County, Langley, and Oak Harbor.

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5. After the BOCC has adopted a population projection, the CPG shall develop a plan for allocating the projected population growth to each of Island County's Planning Areas. This regional allocation process should be based on past growth trends, demographic characteristics, economic conditions, and housing market data.
6. After the regional allocation process described above is completed, the CPG shall divide each regional allocation into an urban component and a rural component; the urban component of each regional allocation shall then be assigned to the UGAs.
7. For each UGA, a land capacity analysis shall be performed to determine if the UGA has sufficient capacity to accommodate the projected growth in population and jobs. The land capacity analysis should be conducted by the jurisdiction responsible for the UGA and shall utilize the procedures described in Appendix A.
8. If, based on the results of the land capacity analysis described above, it is determined that a UGA does not have sufficient capacity to accommodate 20 years of population and job growth, the UGA may be expanded as necessary to accommodate the anticipated growth, provided that any proposed expansion shall be consistent with the applicable criteria contained in section 3.3 of these policies.
9. If, based on the results of the land capacity analysis described above, it is determined that a UGA has significantly more capacity than is required to accommodate 20 years of population and job growth, the UGA may be reduced in size if requested by the jurisdiction responsible for the UGA, provided that any proposed reduction shall be consistent with the criteria enumerated in sections 3.3.8 and 3.3.10.

4.4 Monitoring and Reporting Procedures

1. In order to facilitate future analysis, the County and Municipalities will maintain development records which include:
 - a. The number of housing units permitted and constructed annually. This information shall be collected and maintained in a manner which makes it possible to differentiate between new "additional" units and replacement units.
 - b. The number of land divisions approved, the size of the parcel divided, the number of new or additional lots created through each division, the gross and net density achieved by each division, and the quantity of land used for public purposes within each division.

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- c. The number of multi-family development projects approved, the number of units contained within each development, the gross and net density achieved by each development, and the maximum density permitted in the zone where each project is located.
 - d. The square footage of new commercial or industrial buildings permitted and constructed. This information should be collected and maintained so that it is possible to calculate the floor area or site coverage ratios of each development.
2. The data described above should be provided to Island County Planning Department by the end of January each year for the purpose of maintaining an accurate buildable lands inventory. Following the receipt of this information the County should produce an annual report summarizing development trends in Island County and distribute this report to the Municipalities and Special Service Districts as appropriate.
 3. Arc GIS data should be provided to Island County by the end of January each year to reflect any changes made to Municipal land use or zoning maps. Additionally, Island County should provide updated parcel information to the Municipalities.

5. Fiscal Impact Statement

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

Appendix A: Buildable Lands Procedures

Abbreviations & Definitions:

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

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development before land is subtracted to account for public purposes and critical areas.

10. Undevelopable Parcel (UP): Parcels which are not likely to be available for development because they are owned by a charitable organization, institution, or governmental entity. Undevelopable parcels shall be identified based on Assessor's parcel data. Parcels which are tax exempt based on Assessor's parcel data shall be considered undevelopable.
11. Vacant Parcel (VP): A parcel which is either vacant or has an improved value of less than \$4,000 based on Assessor's parcel data. Parcels which contain a mobile or manufacture home shall not be considered vacant even if they have an improved value of less than \$4,000.

Assumptions:

1. Employment Density: For commercial and industrial lands the following assumptions should be used:
 - a. Commercial, UGA: 17 employees per acre
 - b. Industrial: 8 employees per acres
2. In RAIDs and UGAs, 15% of available land will be needed for public purposes.
3. Re-Development Factor: It is assumed that 50% of multi-family, commercial, and industrial parcels with an improvement to land value of less than 1:2 will be available for redevelopment during the planning period (20 years from the date of the most recent periodic update).
4. Household Size: For the 2016 periodic update an average household size for Island County of 2.36 was employed. This figure was based on data from the 2010 census. For each subsequent periodic update, the most current census data should be employed.
5. Partially Vacant Parcels: A parcel shall be considered Partially Vacant if it is at least twice the minimum lot size required by the zone in which it is located.

Rural Analysis Steps:

1. Identify all parcels within a RAID or UGA and exclude these parcels from further analysis.
2. Separate parcels by zoning category and identify lands zoned park/open space, special review district, airport, or any other designation which does not allow for residential development. These parcels should be excluded from further analysis.

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3. For each zoning designation, identify all undevelopable parcels (UP) based on tax classification. Parcels which are publicly owned or tax exempt (parks, schools, churches etc.) should be considered undevelopable and excluded from further analysis.
4. For each zoning designation, calculate the development potential of all vacant parcels (VP). The development potential of vacant parcels is determined by dividing the parcel area required by the minimum lot size allowed in the zone and rounding down. For example, a 17 acre parcel in the Rural zone could be divided into three five acre parcels ($17/5 = 3.4$) and accommodate three dwelling units.
5. For each zoning designation calculate the development potential of all partially vacant parcels (PVP) by dividing the parcel area by the minimum lot size, rounding down and subtracting one to account for the existing dwelling unit. For example a 17 acre parcel in the Rural zone with an existing home on it could be divided into three five acre parcels and two *additional* homes could be constructed on the resulting parcels. [$(17/5 = 3.4) - 1 = 2.4$].
6. For each zoning designation determine the total development potential (TDP) by adding the results from steps four and five together. This step allows the total build-out capacity for each, non-RAID, rural zoning designation to be determined (in dwelling units).
7. As a final step, add the resulting TDP figures for each zoning designation together to determine the total development potential for areas outside of RAIDs and UGAs. This step will allow the total build-out capacity of the rural area (excluding RAIDs) to be determined (in number of dwelling units).
8. In order to determine the number of people that can be accommodated, the dwelling unit totals from steps six or seven can be multiplied by the average household size for Island County. The average household size should be determined using the most recent census data available.

RAID Analysis Steps:General Steps

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

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

Determining the Capacity of Residential RAID Zones

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

Determining Capacity of Non-Residential RAID Zones

1. For each non-residential RAID zoning designation identify all vacant parcels (VP). Once all of the vacant parcels have been identified, calculate the total

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combined acreage of these parcels. The resulting number is the non-residential development potential of all vacant parcels (in acres) for each non-residential RAID zoning designation.

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

UGA Analysis Steps:

General Steps

1. Sort parcels by zoning or comprehensive plan designation using Assessor's parcel data and/or any other applicable information. Zoning or comprehensive plan designation should be obtained from the jurisdiction to ensure the accuracy of information before beginning the analysis.
2. For each UGA, identify all the undevelopable parcels in each zoning designation. Undevelopable parcels should include land which is tax exempt (parks, schools, churches and public facilities). Parcels, located in developed tracts, used for stormwater drainage and landscaping should be identified and removed from the analysis. These parcels typically are a requirement of the site plan and are not available for redevelopment. Remove all condominiums and gas stations from the results. Condominiums may show up in the results due to the relatively low improvement to land value of any one unit, however, the aggregate improvement to land value generally makes condominiums unlikely to redevelopment. Gas stations often have a low improvement to property value because they generally have very limited facilities and expensive real estate; however they are highly unlikely to redevelop. These parcels should be excluded from further analysis.

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3. For each UGA, compile all available critical area mapping information and merge these layers into a single layer to determine the total quantity of constrained acreage in each zoning designation. Calculate the percentage of land area within each UGA that is constrained by critical areas by comparing number of acres constrained by critical areas to the total number of acres in each UGA. This calculation will result in a critical area constraint factor for each UGA.
4. Based on available zoning or comprehensive plan information, sort all parcels into four groups as follows: (a) parcels zoned for single family home development (freestanding homes, townhomes, or other forms of individual lot development); (b) parcels zoned for multifamily development (apartments, condominiums, mobile home parks, and other forms of multi-unit per parcel development); (c) commercial and mixed use zones; and (d) industrial zones. Each of these groups should then be analyzed separately as described below.

UGA Capacity - Single Family Zones

1. For each single-family zoning designation calculate the development potential of all vacant parcels (VP). The development potential of vacant parcels is determined by dividing the parcel area by the minimum lot size allowed in the zone and rounding down. When Planning Policies or Development Regulations specify both a minimum and maximum density, both should be calculated to produce a range. Developments since the adoption of the most recent Development Regulations should be used to select the most likely density for expected development to achieve within this potential range.
2. For each single-family zoning designation calculate the development potential of all partially vacant parcels (PVP). For purposes of this analysis, a partially vacant parcel is a parcel that is at least two times as large as the minimum lot size allowed by the zone. Calculate the development potential of all partially vacant parcels (PVP) by dividing the parcel area by the minimum lot size allowed in the zone and rounding down and subtracting one in order to account for the existing dwelling unit. Additionally, identify all the parcels that fall within 2 and 2.5 times the minimum lot size; remove 50% of these additional units to account for parcels which are physically large enough to be subdivided, but which cannot be subdivided because of the placement of the existing housing unit on the parcel. When Planning Policies or Development Regulations specify both a minimum and maximum density, both should be calculated to produce a range.
3. For each single-family zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next, determine the amount of land needed for public purposes and deduct this percentage from the TDP. Finally, apply the critical area constraint factor for the UGA and deduct an appropriate amount of land. This step allows the total net capacity for each single-family zoning designation in the UGA to be determined (in dwelling units).

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4. Add the resulting TNC figures for each residential single-family zoning designation in the UGA together to determine the total development potential for all single-family zones in the UGA. The result of this step will be the total combined capacity of all single-family zones in the UGA (in number dwelling units).
5. In order to determine the number of people that can be accommodated in the UGA's single-family zones the dwelling unit totals from steps three or four can be multiplied by the average household size for Island County. The average household size should be determined using the most recent census data available.

UGA Capacity – Multi-Family Zones

1. Identify all vacant parcels zoned for multi-family residential development. Determine the development potential of these parcels by multiplying the acreage of the parcels by the density permitted in the zone. For zones with both a minimum and a maximum density, calculate the development potential at both the minimum allowed density and the maximum permitted density. Developments since the adoption of the most recent Development Regulations should be used to select the most likely density for expected development to achieve within this potential range.
2. For all areas designated for multi-family residential identify the parcels which can be redeveloped. In order to be re-developable, a parcel should have an improvement to land value ratio of less than 1:2. Determine the development potential of these parcels by multiplying the acreage of the parcels by the density permitted in the zone. As a final step, deduct 50% in order to account for the redevelopment factor. For zones with both a minimum and a maximum density calculate the development potential at both the minimum allowed density and the maximum permitted density.
3. For each multi-family zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally, apply the critical area constraint factor for the UGA and deduct an appropriate amount of land. This step allows the total net capacity for each multi-family zoning designation in the UGA to be determined (in dwelling units).
4. Add the resulting TNC figures for each multi-family residential zoning designation in the UGA together to determine the total development potential for all multi-family zones in the UGA. The result of this step will be the total combined capacity of all multi-family zones in the UGA (in dwelling units).

ATTACHMENT 2

5. In order to determine the number of people that can be accommodated in the UGA's multi-family zones, the dwelling unit totals from steps three or four can be multiplied by the average household size for Island County. The average household size should be determined using the most recent census data available.

UGA Capacity – Commercial & Mixed Use Zones

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

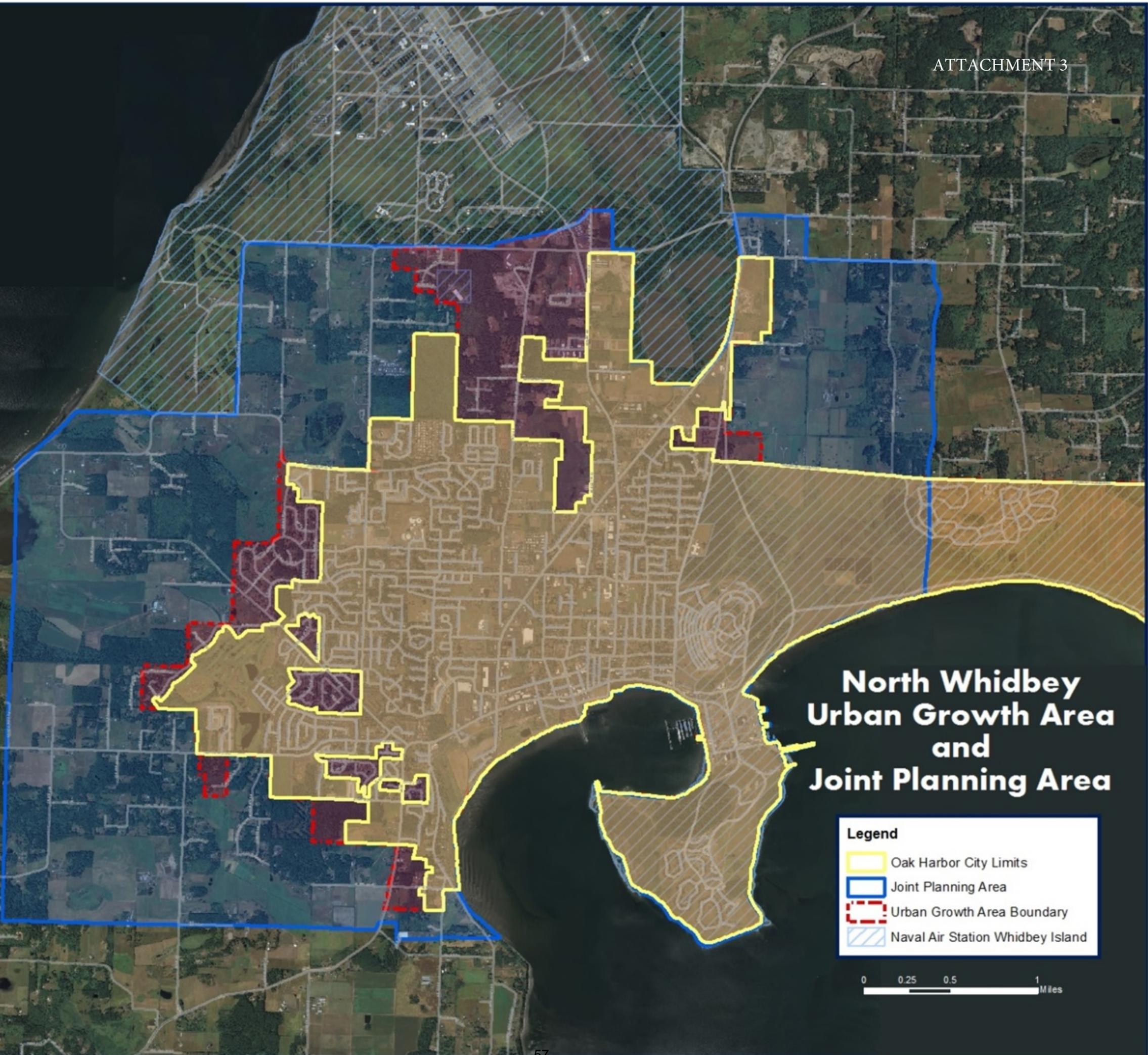
UGA Capacity – Industrial Zones

1. For each industrial UGA zoning designation identify all vacant parcels (VP). Once all of the vacant parcels have been identified, calculate the total combined

ATTACHMENT 2

acreage of these parcels. The resulting number is the development potential of all vacant parcels (in acres) for each industrial UGA zoning designation.

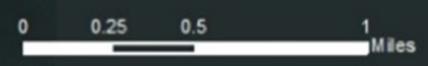
2. For each industrial UGA designation identify all re-developable parcels (RP). A parcel should be considered re-developable if the parcel data indicates that the improvement value to land value ratio is less than 1:2. Once all of the re-developable parcels have been identified, calculate the total combined acreage of these parcels. As a final step, deduct 50% in order to account for the redevelopment factor. The result is the development potential of all re-developable parcels (in acres) for each industrial UGA zoning designation.
3. For each industrial UGA zoning designation determine the total development potential (TDP) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally apply the critical area constraint factor and deduct an appropriate amount of land. This step allows the total net capacity for each industrial UGA zoning designation to be determined (in acres).
4. Add the resulting TNC figures for each industrial UGA zoning designation together to determine the total development potential for all industrial UGA zones. This step will allow the total combined build-out capacity of industrial UGA zones to be determined (in acres).
5. In order to determine the number of jobs which can be accommodated in commercial or mixed use UGA, the acreage totals from steps three or four can be multiplied by the average industrial employment density.



North Whidbey Urban Growth Area and Joint Planning Area

Legend

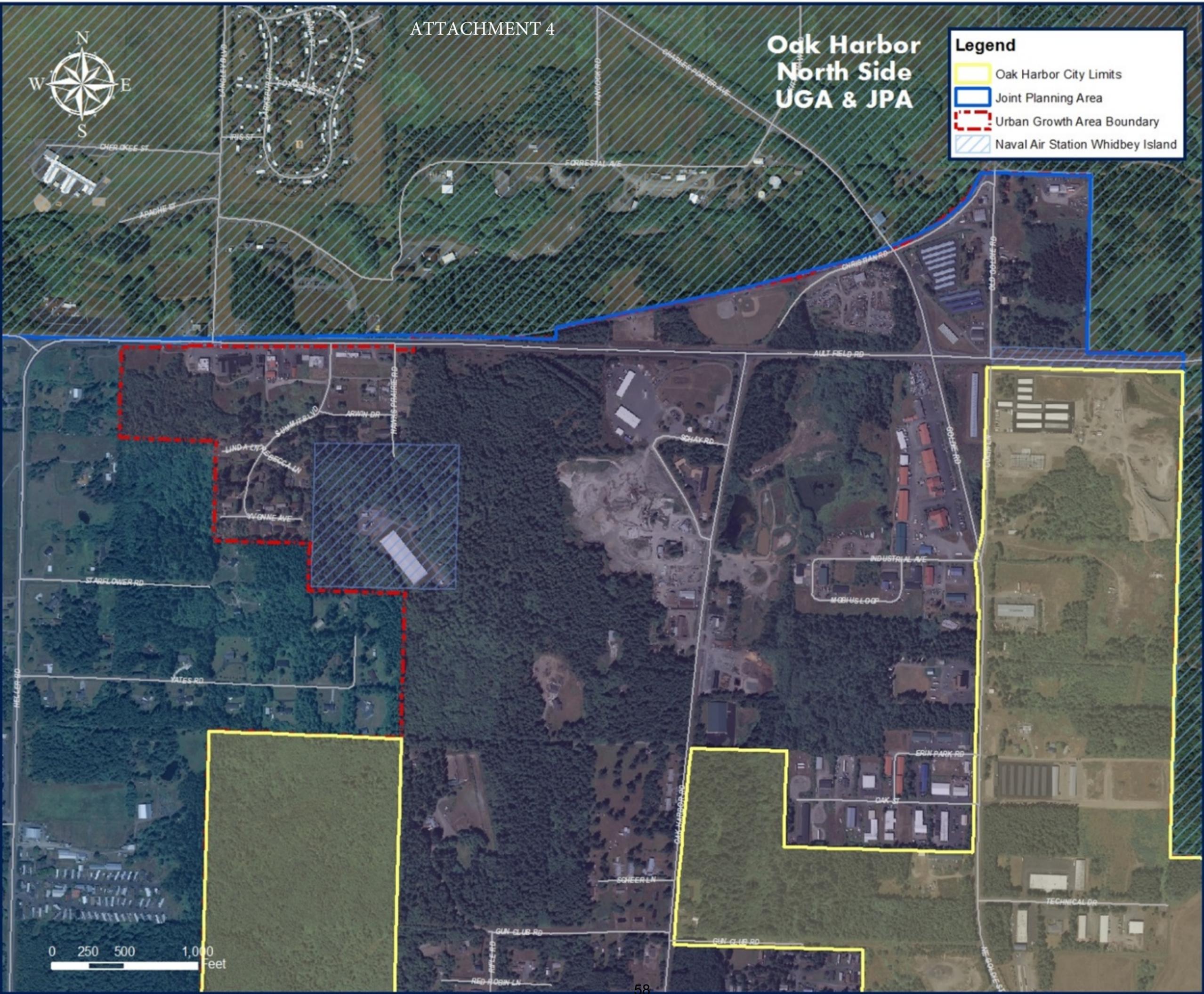
- Oak Harbor City Limits
- Joint Planning Area
- Urban Growth Area Boundary
- Naval Air Station Whidbey Island

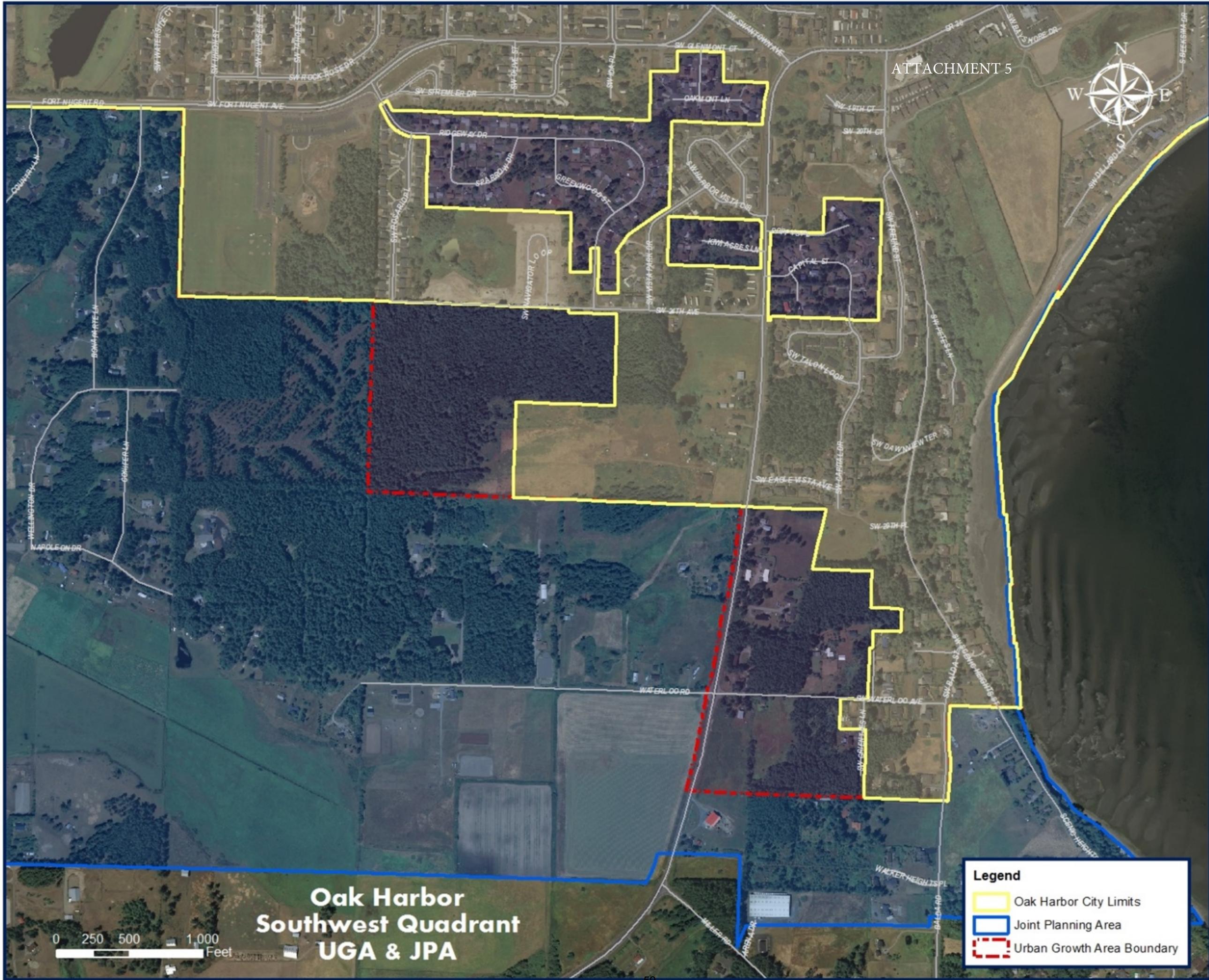


Oak Harbor North Side UGA & JPA

Legend

-  Oak Harbor City Limits
-  Joint Planning Area
-  Urban Growth Area Boundary
-  Naval Air Station Whidbey Island





Oak Harbor Southwest Quadrant UGA & JPA

0 250 500 1,000 Feet

Legend

- Oak Harbor City Limits
- Joint Planning Area
- Urban Growth Area Boundary



ADOPTION OF
OFFICIAL
ZONING MAP

Public Hearing

**City of Oak Harbor
Planning Commission Report**

Date: April 28, 2015

Subject: Adoption of Official Zoning
Map

FROM: Ray Lindenburg
Associate Planner

PURPOSE

This report presents a draft ordinance that would adopt the Official Zoning Map for the City of Oak Harbor. The adoption process requires Planning Commission to hold a public hearing. At the conclusion of the public hearing it will be necessary for the Planning Commission to forward a recommendation to the City Council.

AUTHORITY

The Washington State Growth Management Act (RCW 36.70A) requires that counties and cities adopt zoning and other development regulations that are consistent with their adopted Comprehensive Plans. Cities are authorized by RCW 35A.63 to adopt appropriate regulations complying with state law for the regulation of property in the city, including adopting zoning codes and official zoning maps per RCW 35A.63.100(1). Adoption of the zoning map with signatures of the Mayor and City Clerk with the City's seal affixed is required by Oak Harbor Municipal Code 19.16.010¹.

SUMMARY STATEMENT

The City of Oak Harbor Official Zoning Map is a vital tool in conveying the locations and boundaries of the zoning districts of the City. The City of Oak Harbor updates its Comprehensive Plan and Future Land Use Map by taking action on Comprehensive Plan amendments annually in December with subsequent amendments to zoning and the Official Zoning Map following in the spring.

BACKGROUND

Since the City's first zoning map adoption on August 6, 1968, the zoning map has been adopted several times in combination with the City's Comprehensive Plan. The official zoning map for the city has been amended over the years with numerous zoning changes occurring. Most notably, many changes occurred in 1997 in order to implement land use changes from the 1995 Comprehensive Plan. Since that time, zoning changes to individual properties have occurred annually as a result of sponsored, mandated, or discretionary land use changes to the Comprehensive Plan.

¹ 19.16.010 Official zoning map.

The locations and boundaries of the zoning districts shall be as shown on the map accompanying this title and made a part of this title, entitled, "Official Zoning Map – Oak Harbor, Washington." The official zoning map and all the notations, references and amendments thereto and other information shown thereon are made a part of this title, just as if such information set forth on the map were fully described and set out herein. The official zoning map, attested by the signature of the mayor and the city clerk, with the seal of the municipality affixed, shall be kept on file in the office of the planning director, and shall be available for inspection by the public. (Ord. 1555 § 6, 2009).

DISCUSSION

Adoption of the City's official zoning map is linked inextricably to the City's Comprehensive Plan cycle and is required for consistency with the Growth Management Act. Updating the zoning map for the City normally occurs every year after the land use amendments are adopted in December by City Council. The individual zoning changes are also adopted by City Council a few months after the December land use changes; typically around February or March. In 2012, the City formalized the process by adopting the official zoning map separate from the individual land use and zoning amendments. Adoption of the zoning map separate from the land use and zoning amendments will also allow the City to make minor changes such as Scribner's errors on an annual basis. All changes will be documented and presented with the adoption of the map.

Should the Planning Commission decide to forward a recommendation of approval to City Council, the ordinance attached to this agenda bill shall be adopted and the zoning map made official by the signatures and date by the Mayor and City Clerk.

RECOMMENDATIONS

1. Conduct the public hearing.
2. Recommend adoption of the ordinance and the attached official zoning map to City Council.

Attachments:

Attachment 1: Draft Ordinance with Exhibit A - Official Zoning Map

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE OFFICIAL ZONING MAP OF THE CITY OF OAK HARBOR AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, pursuant to RCW Chapter 35A.63, cities are authorized to adopt appropriate regulations complying with state law for the regulation of property in the city, including adopting zoning codes and official zoning maps, and

WHEREAS, the following ordinance is necessary for the public health, safety and general welfare;

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

Section One. That certain map, identified as the "City of Oak Harbor Official Zoning Map", dated May 5, 2015, one copy of which has been and is on file in the office of the City Clerk for use and examination by the public is hereby incorporated in full by this reference and is hereby adopted as the official zoning map for the City of Oak Harbor.

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

PASSED by the City Council this 5th day of May, 2015.

() APPROVED by its Mayor this _____ day of _____, 2015.

() Vetoed

CITY OF OAK HARBOR

SCOTT DUDLEY, MAYOR

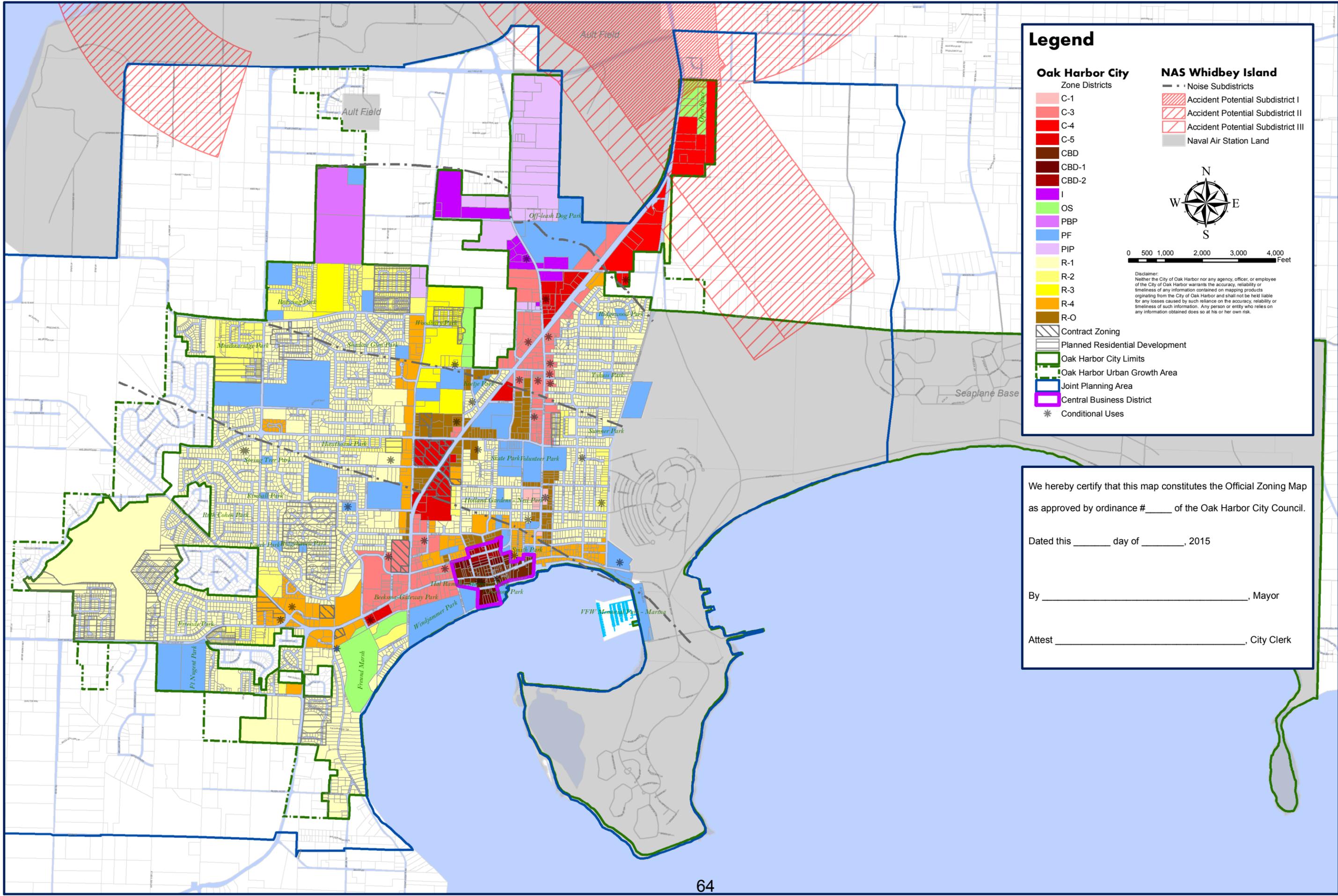
Attest:

Approved as to Form:

Anna Thompson, City Clerk

Nikki Esparza, City Attorney

Published: _____



Legend

Oak Harbor City	NAS Whidbey Island
Zone Districts	Noise Subdistricts
C-1	Accident Potential Subdistrict I
C-3	Accident Potential Subdistrict II
C-4	Accident Potential Subdistrict III
C-5	Naval Air Station Land
CBD	
CBD-1	
CBD-2	
I	
OS	
PBP	
PF	
PIP	
R-1	
R-2	
R-3	
R-4	
R-O	
Contract Zoning	
Planned Residential Development	
Oak Harbor City Limits	
Oak Harbor Urban Growth Area	
Joint Planning Area	
Central Business District	
* Conditional Uses	

0 500 1,000 2,000 3,000 4,000 Feet

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

We hereby certify that this map constitutes the Official Zoning Map as approved by ordinance # _____ of the Oak Harbor City Council.

Dated this _____ day of _____, 2015

By _____, Mayor

Attest _____, City Clerk



2016
COMPREHENSIVE PLAN
UPDATE

Public Meeting

City of Oak Harbor Planning Commission Report

Date: April 28, 2015
Subject: 2016 Comprehensive Plan
Major Update - Vision

FROM: Cac Kamak, AICP
Senior Planner

PURPOSE

This report presents the continued discussion of the Vision for the City's Comprehensive Plan. The review is being done as part of the 2016 major update to the Comprehensive Plan required by the Growth Management Act.

BACKGROUND

Oak Harbor's first Comprehensive Plan was adopted in 1968. That Plan was pretty basic and included population projections, land use inventory, and some forecasts, but it did not have an overall vision for Oak Harbor. Subsequent updates to the Comprehensive Plan were done in 1973, 1980, and 1987 but none of them included an overall vision. It wasn't until the early 1990s, with the advent of GMA and related requirements, that an overall vision for Oak Harbor was first created in 1993 and eventually adopted with Oak Harbor's Comprehensive Plan in 1995. It was a twenty year vision and was termed as such – "Oak Harbor 2013 – A Vision for the Future."

It has been long been understood in the Planning profession that the Vision is the keystone to the Comprehensive Plan and sets the direction for policies and goals in all elements of the Plan. A well-crafted Vision allows a community to move forward in a desired direction and check its progress periodically. Therefore, reviewing and refining Oak Harbor's vision is an important part of the 2016 major update to the Comprehensive Plan.

To initiate this process, a joint meeting of the City Council and the Planning Commission was held in November 2014. At that meeting the City Council and the Planning Commission determined that the 1995 Vision still held a lot of validity for Oak Harbor; however, there was opportunity for improved clarity and direction. Feedback on the vision was obtained through a ranking system of every statement within the vision. Staff incorporated the comments/feedback that were received at the meeting and incorporated them into a draft for further discussion and consideration. The City Council and the Planning Commission held another joint meeting on February 11th to review the updated draft to help assure that the refinements have maintained the spirit of the original vision. Comments from that meeting were further incorporated into the vision. The Planning Commission discussed the vision statement further at its March 24, 2015 meeting and tweaked it a little further.

DISCUSSION

Enclosed is a copy of the latest version of the City's Comprehensive Plan Vision (Attachment A). The latest version includes comments and feedback from the March 24,

2015 Planning Commission meeting. Staff believes that the latest version of the vision incorporates the spirit of the original vision but reflects the times of the early 21st century. The Planning Commission at its last meeting indicated preference for the categorized version of the Vision. Therefore, Staff is moving that format forward. The categorized version of the Vision highlights four primary values within the community – Culture, Education, Economy, and Recreation. The original vision statement “Oak Harbor 2013 – A Vision for the Future” (Attachment B) has also been included for reference and comparison.

An integral and key step yet remains in the review of the vision; and that is comments and feedback from the community. Staff believes that this can be done by using a short survey. Staff envisions primarily an online survey to accomplish this. The information on the survey can be distributed to the community via the utility bills, City’s website, channel 10 and a press release. Paper copies of the survey can also be made available on request. Staff believes that a short questionnaire that is easy and takes minimal time will provide valuable feedback on the vision. A sample of a draft survey has been attached to this memo (Attachment C).

Staff would like your feedback on the latest version of the vision and the survey questions. Staff is hoping to distribute the survey and collect feedback from the community over the next two months.

RECOMMENDATION

Provide staff feedback on vision statement and the survey questions.

Oak Harbor - 2036

A Vision for the future

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

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

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

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

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

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

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

Attachment B

Current Comprehensive Plan Vision

OAK HARBOR 2013 -A Vision for the Future

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

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

- Yes
- No
- Somewhat

2. What do you think about the new format of the Vision that is categorized by Culture, Education, Economy and Recreation?

- Its better that the original
- I like the old format
- Both are good
- Don't like either

3. Please state your preferences on some key statements within the vision

	Great idea - I think it is important to the community and should strive for it	Like - This is good for the community	Not important to me but OK to pursue	Dislike - Don't agree with it but its OK	Strongly Dislike - The community should not strive for this
Invest in its waterfront and beautiful views	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fosters art	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hosts world renowned races	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Native landscapes are preserved and wildlife is protected	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adopting innovative and environmentally sensitive development practices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Promoting green energy opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Multi-modal (vehicles, transit, bicycles) street network	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emphasizes inter-connectivity of roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Accommodates intelligent transportation systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Great idea - I think it is important to the community and should strive for it	Like - This is good for the community	Not important to me but OK to pursue	Dislike - Don't agree with it but its OK	Strongly Dislike - The community should not strive for this
Downtown is vibrant	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ultramodern Police and Fire Departments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emphasizing outdoor recreation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waterfront promenade	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bicycle lanes are incorporated into the transportation network	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maintains its small town atmosphere and lifestyle	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sustaining a affordable cost of living	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Done