



PLANNING COMMISSION

AGENDA

January 27, 2015

ROLL CALL: WASINGER _____ FREEMAN _____
 PETERSON _____ SCHLECHT _____
 PICCONE _____ PIERCE _____

 WALKER-WYSE _____

1. **Election of Planning Commission Chair and Vice Chair**
2. **Approval of Minutes – December 9, 2014**
3. **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 16
4. **2015 COMPREHENSIVE PLAN AMENDMENT – Public Hearing**
The Planning Commission will conduct a public hearing on the preliminary docket for the annual comprehensive plan amendments. The items that are currently on the preliminary docket are the continued work on the mandated 2016 Major Update to the Comprehensive Plan, Capital Improvements Plan, and Facility Plan for the wastewater treatment plant. A sponsored amendment for a land use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue (R132034884830, R132034884940, and R132034885060) is also tracking on the preliminary docket.
Page 20
5. **DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting**
The Countywide Planning Policies (CWPP) are policy statements adopted by Island County and the jurisdictions within intended to establish a countywide framework from which county and city comprehensive plans are developed. Adoption of the CWPP is required by the Growth Management Act and they are being revised as part of the 2016 update to the Comprehensive Plan. Staff will continue the discussion with the Planning Commission on the current status of this project.
Page 55
6. **ANNUAL REPORT TO CITY COUNCIL – Public Meeting**
The Planning Commission will discuss and review their annual report to the City Council. The annual report is a summary of Planning Commission’s accomplishments in 2015 and proposed work program for 2015.

MINUTES

December 9, 2014

**PLANNING COMMISSION
REGULAR MEETING
CITY HALL – COUNCIL CHAMBERS
December 9, 2014**

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

Vice Chairman Wasinger called the meeting to order at 7:35 p.m.

MINUTES: MR. PIERCE MOVED, MS. PETERSON SECONDED, MOTION CARRIED TO APPROVE THE NOVEMBER 25, 2014 MINUTES AS PRESENTED.

PUBLIC COMMENT:

None.

DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting

Mr. Powers displayed a PowerPoint presentation (PC Attachment 1). Mr. Powers indicated that tonight the Planning Commission would review topics from last meeting, continue the Joint Planning Area (JPA) discussion and if possible, begin the Urban Growth Area (UGA) discussion. Mr. Powers also noted that this item was publicly noticed as a public hearing but would actually be a public meeting only.

Mr. Powers began the discussion by asking for comments or questions regarding last meetings topics. Mr. Powers move on to provide the definition and intent of the JPA. Mr. Powers noted that the JPA policies were divided into three categories, Potential Growth Area (PGA), Long Term Rural Significance (LRS) and Undesignated (UD). Mr. Powers explained the main points for the JPA policies which are to designate lands for the PGA and LRS, provide buffers between the Urban Growth Areas (UGA) PGA and LRS lands. Mr. Powers also provided pros and cons of the JPA policies.

Discussion

Planning Commissioners had questions about when the LRS areas were established by the County, buildable lands, how accurate the City was with the last population projection. Planning Commission also discussed County and City permitting process when developing in the JPA, how County enclaves might be annexed into the City and what the economic impact might be on buffer area properties.

2015 COMPREHENSIVE PLAN AMENDMENT – Public Meeting

Mr. Kamak reviewed the items that are currently on track for the 2015 Comprehensive Plan preliminary docket:

- 2016 Updates to the Comprehensive Plan - *Mandated*
 - Land Use Element
 - Population and Projections
 - Land Use inventory
 - Population densities and Building intensities
 - Updates to Critical Areas

- Housing Element
 - Inventory and analysis on existing housing
 - Projected housing needs based on projections
 - Sufficient land for housing
 - Policies regarding manufactured home
- Transportation Element
 - Update the Transportation Plan
- Capital Improvements Plan update - *Mandated*
- Facility Plan for the wastewater treatment plant – *Mandated*
- Land Use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue (R132034884830, R132034884940, and R132034885060) – *Sponsored Amendment*

Mr. Kamak noted that currently there are no discretionary items tracking for the 2015 Comprehensive Plan Amendments and reviewed a list of discretionary amendments that were discussed the previous years as requested by the Planning Commission during their November meeting.

Mr. Kamak stated that the Planning Commission could add items to the preliminary docket tonight and at the January meeting and the Planning Commission will be asked to make a recommendation to the City Council in January.

MARITIME USES – Public Meeting

Mr. Kamak displayed a PowerPoint presentation (Attachment 2) and reported that the Maritime Land Use category was created with the 2012 Comprehensive Plan Amendments to accommodate water-dependent, and water-related industrial and commercial uses, on lands adjacent to the marina. The intent of creating this new category was to provide an opportunity for maritime industrial and commercial uses to locate adjacent to the marina. To implement the intent of the new land use category, zoning regulations have to be crafted and adopted.

Mr. Kamak reported that the draft zoning regulations borrow from the Shoreline Management Plan (SMP) and the Central Business District (CBD) zoning regulations. The draft regulations refer to the SMP to determine the uses that can be permitted within the Maritime zoning district. Since the Maritime use intent statement makes a strong connection to the CBD district and the SMP, development regulation for setbacks, lot area etc. has been adapted into the draft for this district from those documents. Mr. Kamak also noted the transportation challenges in this area so the intent statement indicates flexible parking standards and encourages the use of other modes of transportation which can translate to various implementation strategies such as requirements for bicycle parking, eliminating parking requirements and limits on parking when provided.

Mr. Kamak also noted that since the district is primarily geared towards industrial development, it would be wise to prohibit residential uses in this district. The proposed draft also includes conditional uses for this district. Conditional uses that are currently included in the draft are conference centers, hotels and major utilities.

Mr. Kamak stated that the public hearing to consider these regulations will likely be scheduled for the February Planning Commission meeting.

Planning Commissioners asked about the letter from Ann Brett (Attachment 3) to the Planning Commission. Mr. Powers stated that the City is starting a review of the City's Stormwater Master Plan in 2015 which would be a vehicle for addressing her concerns.

Ms. Peterson asked if there was a way for the Planning Commission address her concerns before 2015 so that she could get some kind of relief. Mr. Powers indicated that the role of the Planning Commission is a policy advisory body and not in driving a solution to an on the ground problem.

ADJOURN: 8:49 p.m.

Minutes submitted by: Katherine Gifford

DRAFT

Countywide Planning Policies

A Continued Discussion



Planning Commission
12/10/2014

CWPP

- Purpose:
 - Review topics from last meeting - address PC questions/comments
 - Continue Joint Planning Area (JPA) discussion
 - Begin Urban Growth Area (UGA) discussion?
 - Receive Planning Commission feedback
- Note: No public hearing – public meeting only



Planning Commission 12/10/2014 2

CWPP

Topics discussed at last meeting:

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



Planning Commission 12/10/2014 3

CWPP

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



Planning Commission 12/10/2014 4



CWPP

- JPA Policies – Main Points
 - Divide JPAs into 3 categories:
 - Potential Growth Area (PGA)
 - Long Term Rural Significance (LRS)
 - Undesignated (UD)

Planning Commission 12/10/2014 8

CWPP

- JPA Policies – Main Points
 - Requires preparation of a long term conceptual plan
 - Must be consistent with planning goals and policies
 - City has responsibility first
 - County will adopt
 - If City fails to prepare, County will



Planning Commission 12/10/2014 13

CWPP

- JPA Policies – Main Points
 - For PGA lands - County will adopt rules that:
 - Restrict development from interfering future Urban Development
 - For LRS lands – County will adopt rules that:
 - Protect such lands



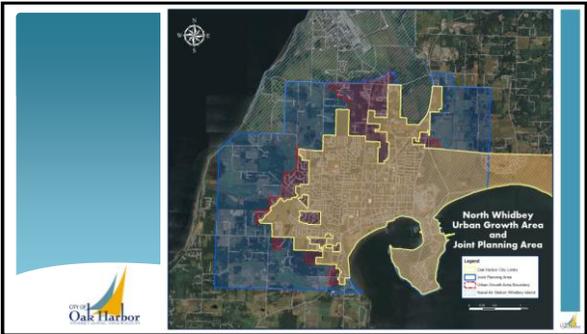
Planning Commission 12/10/2014 14

CWPP

<ul style="list-style-type: none"> • JPA Policies – Pros <ul style="list-style-type: none"> • Future looking • Set aside land for growth • Protect rural land • Understand constraints 	<ul style="list-style-type: none"> • JPA Policies – Cons <ul style="list-style-type: none"> • Subjectivity for env., aesthetic, cultural value • Buffer too much • Compound effect • Unintended constraints
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Planning Commission 12/10/2014 15



CWPP

- UGA policies discussion



Planning Commission 12/10/2014 17

CWPP

- Next meeting:
 - Review as necessary
 - Urban Development
 - Population Projections and Land Capacity Analysis



Planning Commission 12/10/2014 18



ZONING REGULATIONS MARITIME DISTRICT

Planning Commission
12/10/2014

BACKGROUND

- Land Use designation was added in 2012
- Opportunity for maritime industrial and commercial uses
- Support the Marina Redevelopment Plan

Maritime Land Use Designation




MARITIME LAND USE

Maritime Uses. The City created this land use in 2012 to accommodate high intensity water related and water dependent commercial and industrial uses. This land use category and the Maritime designation in the **Shoreline Master Program** have similar intent. This land use would accommodate uses such as **boat building, sail making, water dependent transportation ware housing and other clean industrial uses.** This land use also accommodates **commercial uses** similar to the uses that are allowed in the **Central Business District.** The commercial uses are intended to draw residents and visitors to the area and enjoy the recreational facilities provided by the marina, Catalina Park and the Maylor Point trail. Commercial and industrial uses in this area will need to be **sufficiently screened** from each other. The Maritime Land Use should consider **flexible standards for streets and parking** as an incentive to foster development in the area. One of the major challenges in creating this land use category is the intersection of Pioneer Way, Catalina Drive and the security gate to the Seaplane Base. Since the proposed land uses in this area has the potential to generate traffic, creative solutions will need to be sought to address this issue. Creating flexible parking standards in this area is also intended to encourage the public to use the access provided by the waterfront trail with **alternative modes of transportation.**



MARITIME ORDINANCE

Borrowing from the Shoreline Master Program

- Water-dependent uses
- Water-related uses
- Water-enjoyment uses
- Development standards



MARITIME ORDINANCE

Borrowing from the Central Business District

- Less parking-intensive uses
- Development standards
 - No parking requirements
 - Limits on parking when provided
 - Setback, lot area etc



MARITIME ORDINANCE

Conditions governing all uses

- Clean – no discharge, odors, noise etc.
- Landscaping standards
- Clean storage/warehousing
- SMP review



MARITIME ORDINANCE

Conditional uses

- Conference Center
- Hotel/motel
- Primary Utilities

Prohibited Use

- Residential Uses



PLANNING COMMISSION

- Are the uses proposed appropriate?
- Should additional uses be considered for inclusion?
- Are there other uses that should be prohibited?
- Are there additional uses that can be “conditional uses”?
- Other conditions to add?
- Other standards to consider?



- Input and comment from the Marina Advisory Committee (Jan)
- Notification to Department of Commerce (Dec/Jan)
- SEPA Checklist and Determination(Dec/Jan/Feb)
- Public Hearing before the Planning Commission (Feb/March)
- Action by City Council(March/April)

December 9, 2014

Mayor
City Council Members
City of Oak Harbor
Planning Commission,
and
Planning Department Staff
c/o City Hall
Oak Harbor, WA 98277

Ladies and Gentlemen:

Re: 2015 Comprehensive Plan Amendment, and onwards, as well as Countywide Planning Policies – and stormwater issues

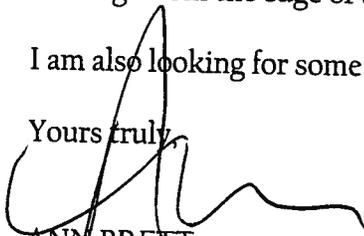
I am unable to attend tonight's Planning Commission meeting.

I would again bring to all of your attention that I am still experiencing run-off stormwater issues on my property (caused by the City of Oak Harbor) wherein my property has excess water on it.

There MUST be consideration in future planning to ensure that stormwaters are properly drained and not just "dumped" onto private property. This is especially true where there is drainage from the edge of the city limits onto properties in Island County.

I am also looking for some type of "help" from the City for existing issues that I have.

Yours truly,



ANN BRETT
2814 Alpine Drive
Oak Harbor, WA 98277

2015

Comprehensive Plan Amendment
Preliminary Docket

Public Hearing

**City of Oak Harbor
Planning Commission Report**

Date: January 27, 2015
Subject: 2015 Comprehensive Plan
Amendments – Preliminary
Docket

FROM: Cac Kamak, AICP
Senior Planner

PURPOSE

This report presents the preliminary docket for the 2015 Comprehensive Plan amendments. The preliminary docket is intended to review amendments generated by the Community, Planning Commission, City Council and the Director of Development Services. The Planning Commission is required, by OHMC 18.15.040(7), to make a recommendation on the preliminary docket by January 31st of each year, and the City Council is required, by OHMC 18.15.040(8), to finalize the docket before the end of March.

BACKGROUND

RCW 36.70a.130(2)(a) specifically states that revisions to the comprehensive plans should be considered no more frequently than once every year (some exceptions apply). Therefore, Oak Harbor has adopted a review process that allows Comprehensive Plan amendments to be considered annually. The process is codified under OHMC 18.15. It begins every year in October with a notice to the newspaper soliciting applications for amendments. The applications normally received through this process are request from property owners to change their current land use designation.

During the public outreach process, Staff and the Planning Commission also compile amendments to consider for the upcoming year. After all the applications are received, they are compiled and advertised to the public. This year the draft preliminary docket was advertised in the Whidbey News Times on December 20, 2014. This is intended to give the public an opportunity to comment on the amendments.

The Planning Commission is then required to hold a public hearing to consider the preliminary docket in January and then forward it to the City Council with a recommendation. The City Council will then consider the preliminary docket, usually in February or March, and approve it as presented, or with modifications.

DISCUSSION

In accordance with OHMC 18.50.050 (3), three types of amendments can be placed on a docket; Sponsored, Mandated, and Discretionary. Most of the items tracking on the current preliminary docket are “mandated” items with the exception of one sponsored item. The amendments proposed for 2015 are listed below:

- 2016 Major Update to the Comprehensive Plan - Although strides have been made in many areas of the 2016 Update such as the Countywide Planning Policies, Buildable Land Analysis, Population Demographics etc., there is a significant amount of work yet to be discussed and finalized. Most of that will be done in 2015 along with the review of policies that will guide Oak Harbor’s growth over the next 20 years. The Planning

Commission can anticipate holding public hearings for many of the 2016 updates in 2015. Decision/adoptions by the City Council regarding some of these amendments can be taken 2015. However, the major decision/adoption for the 2016 Update will be taken in June of 2016.

- Capital Improvements Plan update - *Mandated*
- Facility Plan for the Wastewater Treatment Plant (WWTP) – *Mandated*
- Land Use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue (R132034884830, R132034884940, and R132034885060) – *Sponsored Amendment*

OHMC 18.15.070 establishes the criteria to review the Comprehensive Plan Amendment Docket. The table below provides the applicability of the criteria to the proposed preliminary docket items.

Criteria provided in OHMC 18.15.070 (2)	2016 Update	CIP	Facility Plan for the WWTP	Land Use Changes (3 lots on SW 3rd Ave)
(a) The proposed amendments are consistent with Growth Management Act (GMA) and the Countywide Planning Policies (CPP).	✓Yes Mandated (RCW 36.70A.130)	✓Yes Mandated (RCW RCW 90.58.080)	✓Yes A WWTP was identified for replacement in the Sewer Comprehensive Plan by 2017. The treatment plant is an essential public facility for the City	Considering the land use prior to zoning changes is consistent with GMA and CPP
(b) The proposal does not appear to contradict other elements, goals and policies within the Comprehensive Plan.	None identified	None identified	None identified	None identified at this time
(c) The proposal will implement or further existing goals and policies in the Comprehensive Plan.	✓Yes Updates will keep the Comprehensive Plan in compliance with GMA	✓Yes Updates will keep the Comprehensive Plan in compliance with GMA	✓Yes The adoption of the Facility Plan will create the groundwork for the development of a new treatment facility	Consideration of this land use change will be done within the context of existing goals and policies
(d) The proposal would correct an inconsistency within or make a clarification to a provision of the	NA	NA	NA	NA

Criteria provided in OHMC 18.15.070 (2)	2016 Update	CIP	Facility Plan for the WWTP	Land Use Changes (3 lots on SW 3rd Ave)
Comprehensive Plan.				
(e) The proposed amendments have been clearly defined to determine a fairly accurate scope of work.	✓Yes – the scope of the updates was determined in 2013.	✓Yes	✓Yes	✓Yes
(f) The proposed amendments respond to an expressed desire by the community.	NA	NA	The Sewer Comprehensive Plan has identified the need for a new treatment facility by 2017	This is a sponsored amendment and is requested by a property owner with a desire to develop property at a slightly higher density than the current designation.
(g) The public interest would be best served by considering the proposal in the current year.	✓Yes	✓Yes	✓Yes	✓Yes

The items on the proposed preliminary docket meet the established criteria in OHMC 18.15.070. Except for the sponsored amendment, the items on this year’s preliminary docket are mandated by the State or by local plans. The Planning Commission is recommended to review the proposed docket and make a recommendation to the City Council.

RECOMMENDATIONS

1. Conduct the public hearing.
2. Recommend that the City Council approve the proposed Docket for the 2015 Comprehensive Plan Amendments.

Draft

Countywide Planning Policies

Public Meeting

Memo

TO: Planning Commission
FROM: Steve Powers, Development Services Director
CC: File
DATE: 1/22/2015
RE: Draft Countywide Planning Policies

Staff will continue the discussion of the draft Countywide Planning Policies (CWPP) with the Planning Commission. Since the last Planning Commission meeting the City received a revised draft of the CWPP from Island County (please see attached). Staff hopes to complete the discussion of the draft at the February meeting, leading to a public hearing in March.

Please do not hesitate to contact me should you have any questions.

Thank you.

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 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.
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.050(d) and WAC 365-196-425(6). This term is synonymous with, and may be used interchangeably with the term “Limited Area of More Intense Rural Development” (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, and other services provide by Government Agencies or Special Service Districts.
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).
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, 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 Municipalities.

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:** Scattered, poorly planned Urban Development that occurs particularly in urban fringe and Rural. 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 Policies developed jointly by the County and Municipalities. For purposes of interpreting this document a 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.
5. Urban Development: The social and economic vitality of Island County's cities and towns will be reinforced by ensuring that Urban Growth occurs only within designated Urban Growth Areas and that uses and densities that are not appropriate in Rural Areas are accommodated in an organized and rational fashion.

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.
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 work and to avoid exposing Island County residents to unnecessary risk, the County and 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.

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 designated 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.
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. In addition, lands which are judged by the County and/or Municipality to have long term cultural, scenic or environmental benefits may 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.
 - 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, and 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.

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 policies 2.1, 2.2, 2.4, and 2.5 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.
2. Urban growth areas may be expanded if necessary to accommodate a 20 year supply of buildable land as required by RCW 36.70A.110, and 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 twenty year planning period equals or exceeds fifty 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 twenty year 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 staffing will increase in a manner which would result in population growth equal to or exceeding fifty 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 and Municipality agree that due to the facility or institutions unique characteristics there is no suitable land available inside the current UGA.

3. 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".
4. 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. 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. 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,
 - 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. 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. 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. 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. 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. 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. 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 plans and 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 a designated UGA be served by public sewer and water. 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 this 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.
5. 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 3.4.4. When permitted, these systems should be considered an interim solution until public sewer or water service can be provided.
6. 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.

7. Municipalities shall not annex land outside an Urban Growth Area.
8. Each Municipality should include specific policies to guide the incorporation process in their comprehensive plans. Annexation policies should ensure that land recently added to an UGA is not incorporated until the expiration of any appeal periods or proceedings associated with the UGA expansion have lapsed or been resolved. Such policies must also ensure that annexation ordinances contain language which makes Municipal Planning Policies and Development Regulations applicable to the area being annexed immediately upon annexation.
9. 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 designated 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 designated 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.

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. 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 consistent with the allocations identified in Appendix "B". The County shall adopt Planning Policies and Development Regulations in order to achieve this objective.

3.6 Public Facilities and Services

1. No new Urban Services and facilities shall 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.
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 designated 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. 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 a designated UGA.
 - c. Sites outside of an existing Municipality, or UGA, but within a designated 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.
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. If the facility is located in a Rural Area: 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 provide service to Rural Development or to justify future UGA expansions.
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 streets classifications and/or future street maps recommended or identified in the Transportation Elements of Municipal Comprehensive Plans.
7. 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.

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 rural centers;
3. Multi-family housing should be located within Municipalities, UGAs and/or unincorporated Rural Centers;
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.

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, excluding those designated as Resource or Critical Lands, that could serve as possible sites for development of affordable low income or senior 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 permit process treatment of housing developments intended for or including affordable housing.

6. It is intended that 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. Therefore, it is the policy of the County and the Municipalities that the following policies should be considered when developing or revising local comprehensive plans 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 Urban and Urban Growth Area (UGA) boundaries should encourage enhanced community access and promote healthy active lifestyles through:
 - a. A dense mix 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 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 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 urban or commercial centers 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, Langley, 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 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/or 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.
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 shall 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.

4.5 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.
 - c. The number of multi-family development projects approved, the number of units contained within each development, the 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 the future land use map or zoning map. Additionally, Island County should provide updated parcel information to the jurisdictions.

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

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: 9 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.

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).

In order to determine the number of people which 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.

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 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.

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).

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).
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 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.

Annual Report
to
City Council

Public Meeting

Memo

To: Planning Commission
From: Steve Powers, Director
CC:
Date: January 27, 2015
Re: Planning Commission Annual Report to City Council

Oak Harbor Municipal Code (OHMC) Chapter 18.04 establishes the Planning Commission and its responsibilities. OHMC Section 18.04.070 requires the Planning Commission to make an annual report to the City Council:

18.04.070 Yearly report of transactions and recommendations.

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

To assist the Planning Commission in meeting this code requirement, staff has taken the liberty of preparing a draft report. The draft lists the Commission's 2014 accomplishments and outlines the 2015 work plan. A section for recommendations to the City Council was created, but left blank. Staff will collect and compile any recommendations the Commission wishes to make at the January meeting and add them to the report.

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

Recommended Action

- Forward the 2014 Annual Report to City Council for their information; or
- Schedule the report for additional review and comment at the February 24, 2015 meeting



City of Oak Harbor

Planning Commission's Annual Report to the City Council

2014



Photo
Courtesy of Cac Kamak

Table of Contents

Section One: Accomplishments

- Summary of 2014 Accomplishments.....Page 3

Section Two: 2015 Work Program

- Proposed 2015 Work Program.....Page 5

Section Three: Planning Commission

General Recommendations to the City Council.....Page 8

Appendix: Planning Commission

2014 Action Details.....Page 10

2014 Planning Commission Members

Keith Fakkema, Chair
Greg Wasinger, Vice Chair
Kristi Jensen
Dave Fikse
Bruce Freeman
Ana Maria Schlecht
Sandi Peterson
Mike Piccone
Cecil Pierce

**Planning Commission's Annual Report to the City Council
2014**

Section 1: Accomplishments

Summary of 2014 Accomplishments

- Comp Plan Amendments
 - Sponsored Amendment
 1. Land use change for 1000 SE City Beach Street from High Density Residential to Public Facilities – continued from 2013
 - Mandated Items
 1. 2015-2010 Capital Improvements Plan
 2. 2016 Comprehensive Plan Update – preliminary review of revised Countywide Planning Policies as part of the 2016 update
 - Discretionary Amendments
 - Land use map - amendment/corrections to UGA boundaries to reflect the County's decision on the 2005 amendments
 - Scenic Views – amend Comprehensive Plan Goal 5 of the Urban Design element to add scenic view corridors for protection
- Public Participation Plan – reviewed and forwarded recommendation to City Council for approval
- Six-Year Transportation Improvement Program
- Code Amendments
 - Water System Plan and Water Use Efficiency program – reviewed draft and forwarded are recommendation to City Council for approval
 - Draft Zoning Regulations for Maritime Zone – began review of draft regulations
 - Electronic Message Center Sign Code Update – considered additional information provided by the International Sign Association forwarded recommendations for draft code establishing new regulations for EMC signs; including size, placement and brightness standards
 - Marijuana Related Uses Code Amendment Project – reviewed draft code to establish appropriate zoning and standards for marijuana related uses and provided recommendations to City Council
- Development Review
 - Beckett Landing Subdivision
 - Permit Extension for Adult Day Care Conditional Use Permit
- Economic Development Strategy - Reviewed strategy and forwarded recommendations to City Council
- Training
 - Public Officials Training – Land Use
 - Open Public Meetings Act
- Annual Report to City Council
 - 2015 Planning Commission work program
 - Planning Commission accomplishments in 2014

**Planning Commission's Annual Report to the City Council
2014**

Section 2: 2015 Proposed Work Program

Proposed 2015 Work Program Schedule

Work Program Items	2015											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015 Comprehensive Plan Amendment Docket												
2015 Comprehensive Plan Amendments												
2015 TIP Updates												
Capital Facilities Plan/Capital Improvement Plan Update												
2016 Comprehensive Plan Amendments <ul style="list-style-type: none"> • Land capacity analysis • Revise Countywide Planning Policies • Land Use Element • Housing Element • Transportation Element • Miscellaneous amendments 												
Maritime Uses Zoning Regulations												
Rezone 1000 SE City Beach Street												
Homeless Encampment Code Amendment												
Medical Marijuana Regulations												

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

Description of 2015 Proposed Work Program Items

2015 Comprehensive Plan Amendment Docket

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

2015 Comprehensive Plan Amendments

- 2016 Updates to the Comprehensive Plan - *Mandated*
 - Land Use Element
 - Population and Projections
 - Land Use inventory
 - Population densities and Building intensities
 - Updates to Critical Areas
 - Housing Element
 - Inventory and analysis on existing housing
 - Projected housing needs based on projections
 - Sufficient land for housing
 - Policies regarding manufactured home
 - Transportation Element
 - Update the Transportation Plan
- Capital Improvements Plan update - *Mandated*
- Facility Plan for the wastewater treatment plant – *Mandated*
- Land Use change from Low Density Residential to Medium Density Residential for 3 lots on SW 3rd Avenue (R132034884830, R132034884940, and R132034885060) – *Sponsored Amendment*

Zoning Regulations for Maritime Zone

Continue review and discussion of draft zoning regulation for the Maritime zoning district that was created with the adoption of the 2012 Comprehensive Plan Amendments. The Planning Commission will discuss the types of uses to be accommodated in the Maritime zoning district along with any conditions or process to consider them by.

2015 TIP Updates

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

Continue work in preparation of 2016 Comprehensive Plan Amendments

The Planning Commission will consider information related to and make recommendations on the land capacity of the Oak Harbor Urban Growth Area. The Commission will assist in reviewing and amending the County-Wide Planning Policies.

Description of 2015 Proposed Work Program Items
Continued

Rezoning of 1000 SE City Beach Street

The Planning Commission will rezone 1000 SE City Beach Street to implemented land use change approved as part of the 2014 Comprehensive Plan.

Homeless Encampment Code Amendment

The Planning Commission will review draft code to establish appropriate regulation standards for homeless encampment requests and provided recommendations to City Council.

Medical Marijuana Regulations

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

**Planning Commission's Annual Report to the City Council
2014**

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

Planning Commission General Recommendations to City Council

- 1.
- 2.

**Planning Commission's Annual Report to the City Council
2014**

**Appendix: Planning Commission
2014 Action Details**

**DETAIL
2014
Planning Commission
Actions**

JANUARY

January 28, 2014

MARIJUANA RELATED USES – CODE AMENDMENT PROJECT – Public Hearing

The public hearing on the draft code, establishing appropriate zoning and standards for marijuana related uses, was continued from the December 10, 2013 meeting. After accepting additional public testimony at this meeting the Planning Commission closed the hearing and made the following recommendations to the City Council.

ACTION: MS. SCHLECHT MOVED, MR. FIKSE SECONDED A MOTION TO RECOMMEND THAT THE CITY COUNCIL APPROVE ORDINANCE No. 1685 WITH THE CORRECTION TO USE THE DEFINITION OF GAME ARCADE UNIFORMLY THROUGHOUT THE ORDINANCE, MOTION CARRIED.

ACTION: MS. SCHLECHT MOVED, MS. PETERSON SECONDED A MOTION TO RECOMMEND THAT THE CITY COUNCIL EXTEND THE MORATORIUM FOR ANOTHER SIX MONTHS TO SEE WHAT HAPPENS AT THE STATE LEVEL.

2014 COMPREHENSIVE PLAN AMENDMENT DOCKET – Public Hearing

The Planning Commission held a public hearing on the Preliminary 2014 Comprehensive Plan Amendments Docket. The 2014 amendments include updates to the Capital Improvements Plan, continued work on the 2016 Update and amendments to the Future Land Use Map to correct the 2005 UGA boundaries based on Island County's actions. The preliminary docket also continues previous amendments such as the land use changes to 1000 SE City Beach Street and Scenic View Study. At the conclusion of the public hearing the Planning Commission forwarded the following recommendation to the City Council.

ACTION: MS. PETERSON MOVED, MS. SCHLECHT SECONDED A MOTION TO RECOMMEND THE CITY COUNCIL APPROVE THE 2014 COMPREHENSIVE PLAN DOCKET AS PRESENTED.

PUBLIC PARTICIPATION PLAN – Public Meeting

A draft Public Participation Plan was provided to the Planning Commission in October 2013. The Planning Commission discussed the Public Participation Plan further at the January meeting. The Planning Commission will tentatively make a recommendation to the City Council on the Public Participation Plan at its February meeting.

YEARLY REPORT TO CITY COUNCIL – Public Meeting

The Planning Commission discussed and reviewed their yearly report to the City Council. The yearly report is a summary of Planning Commission's accomplishments in 2013 and proposed work program for 2014. Ms. Schlecht volunteered to prepare general recommendations and provide them to staff before the February 25, 2014 meeting.

FEBRUARY

February 25, 2014

ELECTRONIC MESSAGE CENTERS CODE UPDATE – Public Hearing

The Planning Commission considered additional information provided by the International Sign Association on electronic message centers. At the conclusion of the public hearing the Planning Commission forwarded the following recommendations to the City Council.

DURATION

ACTION: MS. JENSEN MOVED, MR. PETERSON SECONDED A MOTION TO LEAVE THE DRAFT CODE LANGUAGE AS IS - "MESSAGES, TEXT, GRAPHICS, IMAGES, AND VIDEOS, MUST REMAIN ON-SCREEN FOR A MINIMUM OF TWO SECONDS."

VOTE: 4 IN FAVOR AND 1 OPPOSED (WASINGER)

ANIMATION

ACTION: MS. PETERSON MOVED, JENSEN SECONDED A MOTION TO LEAVE THE DRAFT CODE LANGUAGE AS IS - "ANIMATION AND VIDEO CANNOT PORTRAY ACTION OR MOVEMENT AT SPEEDS FASTER THAN WHAT OCCURS IN REAL LIFE."

VOTE: 4 IN FAVOR AND 1 OPPOSED (FREEMAN)

TRANSITION TIME

ACTION: MR. FIKSE MOVED, MR. WASINGER SECONDED DIRECT STAFF TO REVISE THE LANGUAGE IN SECTION 19.36.030 (5)(G)(VIII) TO DELETE “WHEN THE SIGN IS TRANSITIONING BETWEEN COLORS, GRAPHICS, IMAGES OR TEXT THE TRANSITION TIME MUST OCCUR WITHIN ONE SECOND AND NO LESS THAN .5 SECONDS.”

VOTE: 4 IN FAVOR 1 OPPOSED (PETERSON)

SCROLLING OR MOVING TEXT

ACTION: MS. JENSEN MOVED, MR. FREEMAN SECONDED A MOTION TO: LEAVE THE DRAFT CODE LANGUAGE AS IS - “SCROLLING OR MOVING TEXT IS PROHIBITED.”

VOTE: UNANIMOUS

BRIGHTNESS

ACTION: FIKSE MOVED, JENSEN SECONDED A MOTION TO: DIRECT STAFF TO REVISE THE LANGUAGE IN SECTION 19.36.030 (5)(G)(XII) SO THAT THE SECOND SENTENCE READS “DIGITAL SIGNS SHALL COME EQUIPPED WITH PHOTO CELL AUTOMATIC DIMMING TECHNOLOGY.”

VOTE: UNANIMOUS

ACTION: PETERSON MOVED FREEMAN SECONDED A MOTION TO: DIRECT STAFF TO REVISE THE BRIGHTNESS STANDARDS TO 90% BRIGHTNESS IN NITS DURING THE DAYTIME AND NO GREATER THAN 7% BRIGHTNESS IN NITS AT NIGHT WITH A MAXIMUM CAP OF 1000 NITS AT NIGHT.

VOTE: UNANIMOUS

PUBLIC PARTICIPATION PLAN – Public Hearing

A draft of the Public Participation Plan was provided to the Planning Commission for review in January 2014. The Planning Commission will discuss Public Participation Plan further at the February meeting. The Planning Commission is expected to make a recommendation to the City Council on the adoption of the Public Participation Plan.

ACTION: MS. PETERSON MOVED, MR. WASINGER SECONDED A MOTION TO FORWARD THE PUBLIC PARTICIPATION PLAN TO THE CITY COUNCIL WITH A RECOMMENDATION FOR APPROVAL. MOTION CARRIED.

ANNUAL REPORT TO CITY COUNCIL – Public Meeting

The Planning Commission will discuss the general recommendations portion of their annual report to the City Council. The report is a summary of Planning Commission’s accomplishments in 2013 and proposed work program for 2014. At the conclusion of the meeting the Planning Commission forwarded the report to the City Council.

MARCH

March 25, 2014
Meeting Cancelled

APRIL

April 22, 2014

2014 COMPREHENSIVE PLAN AMENDMENT – SCENIC VIEWS – Public Meeting

Staff will resurrect the discussion related to Scenic Views within Oak Harbor. The last discussion related to this topic identified the scenic views that may warrant preservation. Staff provided a refresher presentation to the Planning Commission. **NO ACTION**

MARITIME USES – Public Meeting

The City’s Comprehensive Plan was amended in 2012 to include Maritime Uses as a land use category. The lands adjacent to the Marina are now designated as Maritime. Staff provided an overview of the land use designation and discuss a framework for creating zoning regulations for this land use category. **NO ACTION**

MEDICAL MARIJUANA – Public Meeting

A moratorium is presently in place prohibiting the establishment of medical marijuana collective gardens and marijuana dispensaries in Oak Harbor. Staff presented preliminary research to the Planning Commission that will begin the process of determining what permanent regulations should govern these uses. **NO ACTION**

MAY

MAY 27, 2014

BECKETT LANDING SUBDIVISION– Public Hearing

“Beckett Landing” is a proposed subdivision on 4.90 acres located south of the terminus of NW Prow Street, north of the existing and proposed Island Place development, and west of the Paragon Place development and Heller Road. The applicant proposes 22 single-family detached lots, with associated street and utility improvements and native vegetation areas. The Planning Commission conducted a public hearing made the following recommendation to City Council.

ACTION: MR. FREEMAN MOVED, MR. WASINGER SECONDED A MOTION TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE PRELIMINARY PLAT AND CRITICAL AREAS PERMIT FOR BECKETT LANDING SUBJECT TO THE CONDITIONS OF APPROVAL IN ATTACHMENT B AS WRITTEN, MOTION CARRIED BY A VOTE OF 3 IN FAVOR (FAKKEMA, WASINGER AND FREEMAN) AND 2 OPPOSED (JENSEN AND PETERSON).

ACTION: MR. FREEMAN MOVED, MR. WASINGER SECONDED A MOTION TO ADOPT THE PLANNING COMMISSION’S FINDING OF FACT, CONCLUSIONS OF LAW RECORD OF DECISION IN ATTACHMENT H. MOTION CARRIED BY A VOTE OF 4 IN FAVOR AND 1 OPPOSED (JENSEN).

WATER SYSTEM PLAN – Public Hearing

The City of Oak Harbor is updating its Water System Plan of which the Water Use Efficiency program is a part. A Water System Plan and Water Use Efficiency program is required to be adopted by the City every six years by the Washington State Department of Health for all public water systems. The purpose of the Plan and Efficiency program is to preserve state water resources and provide long-term maintenance of public water supplies. Staff presented information on the city water supply, current status of the Water Use Efficiency program and the goals proposed for the program as it continues to the public and the Commission. An essential component of the program is the water rate structure. Public comment was invited especially from water system customers. None were forthcoming.

ACTION: MS. JENSEN MOVED, MS. PETERSON SECONDED A MOTION TO FORWARD A RECOMMENDATION FOR APPROVAL OF THE DRAFT WATER PLAN AND THE WATER USE EFFICIENCY GOALS. MOTION CARRIED.

2014 COMPREHENSIVE PLAN AMENDMENT – SCENIC VIEWS – Public Meeting

Staff planned to continue the discussion related to Scenic Views within Oak Harbor. Staff planned to present various goals and policies currently within the Comprehensive Plan that either support or conflict with ideas surrounding the preservation of scenic views.

Mr. Kamak asked the Commission to continue this item to the next Planning Commission meeting. Planning Commission agreed. **NO ACTION**

MEDICAL MARIJUANA – Public Meeting

A moratorium is presently in place prohibiting the establishment of medical marijuana collective gardens and marijuana dispensaries in Oak Harbor. Last month staff briefed the Planning Commission on the current status of medical marijuana law in Washington state. Mr. Powers reported that there was nothing new to report since last month. **NO ACTION**

JUNE

June 4, 2014

PLANNING COMMISSION ATTENDED TRAINING:

Public Officials Training – Land Use

Trainer: Michael C. Walter, Regional Defense Attorney of Keating Bucklin & McCormack, Inc. P.S.

Description: The presentation will focus on key rules, regulation and decision concerning:

- **Land Use Regulations for Decision Making**
Administrative, Legislative and Quasi-judicial actions
Arbitrary & Capricious Decision Making
- **Land use Rules of Engagement for Public Officials**
Appearance of Fairness
High Risk Words and the Consequences
Emails & Other Forms of Communication

- **Land Use Recommendations for Risk Management of:**
 Permit Applications & Processing
 Zoning & Regulations
 Takings and Exactions
 Vesting Rights
 Annexations
 Moratoria

June 24, 2014

COMPREHENSIVE PLAN LAND USE MAP AMENDMENT – Public Meeting

Staff introduced the topic and provided background information on the Comprehensive Plan Land Use Map amendment proposed for 1000 City Beach Street. The property is owned by the City and is currently designated as High Density Residential. The proposal is to change the land use designation to Public Facilities. **NO ACTION**

2014 COMPREHENSIVE PLAN AMENDMENT – SCENIC VIEWS – Public Meeting

Staff presented various goals and policies currently within the Comprehensive Plan that either support or conflict with ideas surrounding the preservation of scenic views. **NO ACTION**

JULY

July 22, 2014

2014 COMPREHENSIVE PLAN AMENDMENT - LAND USE MAP AMENDMENT – Public Hearing

The Planning Commission conducted a public hearing on a proposed land use amendment for 1000 SE City Beach Street. The property is owned by the City and is currently designated as High Density Residential. The proposal is to change the land use designation to Public Facilities. The Planning Commission made the following recommendation to the City Council:

ACTION: MR. FREEMAN MOVED, MS. PETERSON SECONDED, MOTION CARRIED TO RECOMMEND THAT CITY COUNCIL APPROVE THE AMENDMENT TO THE FUTURE LAND USE MAP CHANGING THE DESIGNATION OF 1000 SE CITY BEACH STREET FROM HIGH DENSITY RESIDENTIAL TO PUBLIC FACILITIES.

2014 COMPREHENSIVE PLAN AMENDMENT – AMENDMENT/CORRECTIONS TO THE URBAN GROWTH AREAS (UGA) – Public Meeting

The Planning Commission was introduced to the amendments proposed to correct the City’s UGA boundaries to reflect the County’s decision on the 2005 amendments. This is a correction to the City’s Future Land Use Map which will remove areas that were added in 2005. Additions to the UGA are not proposed at this time. The City plans to conduct a formal Public Hearing with the Planning Commission on this amendment in the next two months and make a recommendation to the City Council. The City Council will consider this amendment along with other 2014 Comprehensive Plan Amendments at the end of this year. **NO ACTION**

AUGUST

August 26, 2014

2014 COMPREHENSIVE PLAN AMENDMENT – AMENDMENT/CORRECTION TO THE URBAN GROWTH AREAS (UGA) – Public Hearing

The Planning Commission conducted a public hearing on amendments proposed to correct the City’s UGA boundaries to reflect the County’s decision on the 2005 amendments. This is a correction to the City’s Future Land Use Map which will remove areas that were added in 2005. Additions to the UGA are not proposed at this time. The Planning Commission was introduced to the topic at the July 22, 2014 meeting. The Planning Commission made the following recommendation to the City Council:

ACTION: MS. PETERSON MOVED, MR. WASINGER SECONDED, MOTION CARRIED TO RECOMMEND THAT CITY COUNCIL APPROVE THE AMENDMENTS TO THE FUTURE LAND USE MAP TO BE CONSISTENT WITH THE COUNTY’S DECISION ON THE 2005 UGA AMENDMENTS.

2014 COMPREHENSIVE PLAN AMENDMENT – SCENIC VIEWS – Public Hearing

The Planning Commission conducted a public hearing to amend the Comprehensive Plan and add scenic views identified in a study that was initiated in 2012. The Study went through a public participation process and a criteria based review of several views from and within the City. The Planning Commission has identified 4 viewsheds (Northbound SR 20 – Scenic Heights to Erie, Waterfront Trail, Regatta Drive– SE 8th to Pioneer Way, Southbound SR 20 and NE 16th Ave) to be considered for protection. The Planning Commission made the following recommendation to the City Council:

ACTION: MR. FREEMAN MOVED, MS. SCHLECHT SECONDED, MOTION CARRIED TO RECOMMEND THAT CITY COUNCIL APPROVE AMENDING COMPREHENSIVE PLAN GOAL 5 OF THE URBAN DESIGN ELEMENT WITH LANGUAGE AS PROPOSED IN EXHIBIT A OF THE STAFF REPORT.

SEPTEMBER

September 23, 2014

PERMIT EXTENSION FOR ADULT DAY CARE CONDITIONAL USE PERMIT – Public Hearing

The Planning Commission held a public hearing to consider extending for two years a previously approved conditional use permit held by the Oak Harbor Senior Center to operate various programs out of a modular building at 917 E. Whidbey Avenue (Island County Parcel Number S7600-00-02604-0). This is a final decision of the Planning Commission.

ACTION: MR FREEMAN MOVED, MR.PICCONE SECONDED, MOTION CARRIED TO ADOPT THE FINDINGS, CONCLUSIONS AND RECORD OF DECISION AND APPROVE THE TWO-YEAR EXTENSION FOR THE USE OF AN EXISTING MODULAR STRUCTURE IN THE PUBLIC FACILITIES ZONING DISTRICT.

2015 – 2020 CAPITAL IMPROVEMENT PLAN – Public Meeting

Staff introduced the 2015 – 2020 Capital Improvement Plan to the Planning Commission. The Capital Improvement Plan identifies necessary capital projects to serve the community such as streets, waterlines and sewer lines. **NO ACTION**

OCTOBER

October 28, 2014

PREMEETING TRAINING

Open Public Meetings Act Training (RCW 42.30)

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

The Planning Commission conducted a public hearing to consider the updates to the Six-Year Transportation Improvement Program for the years 2015-2020. The Planning Commission made the following recommendation to the City Council:

ACTION: MS. PETERSON MOVED, MR. FREEMAN SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL ADOPT THE 2015-2020 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM.

2014 COMPREHENSIVE PLAN AMENDMENT: 2015 – 2020 CAPITAL IMPROVEMENT PLAN – Public Hearing

The Planning Commission conducted a public hearing on the 2015-2020 Capital Improvement Plan. The Capital Improvement Plan identifies necessary capital projects to serve the community such as streets, waterlines and sewer lines. The Planning Commission made the following recommendation to the City Council: The Planning Commission also forward their recommendations on all of the 2014 amendments to the City Council.

ACTION: MS. SCHLECHT MOVED, MS. PETERSON SECONDED, MOTION CARRIED TO RECOMMEND THAT THE CITY COUNCIL ADOPT THE 2014 COMPREHENSIVE PLAN AMENDMENTS THAT INCLUDE UPDATES TO THE CAPITAL IMPROVEMENTS PLAN (CIP), AMENDMENTS TO THE FUTURE LAND USE MAP TO CORRECT THE UGA BOUNDARIES AND CHANGE THE DESIGNATION OF 1000 SE CITY BEACH STREET FROM HIGH DENSITY RESIDENTIAL TO PUBLIC FACILITIES, AND AMENDING GOAL 5 OF THE URBAN DESIGN ELEMENT TO ADD SCENIC CORRIDORS IDENTIFIED THROUGH A SCENIC VIEW STUDY.

DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting

Staff introduced the draft CWPP to the Planning Commission. The Countywide Planning Policies (CWPP) are policy statements adopted by Island County and the jurisdictions within intended to establish a countywide framework from which county and city comprehensive plans are developed. Adoption of the CWPP is required by the Growth Management Act and they are being revised as part of the 2016 update to the Comprehensive Plan. **NO ACTION**

NOVEMBER

November 25, 2014

DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting

The Countywide Planning Policies (CWPP) are policy statements adopted by Island County and the jurisdictions within intended to establish a countywide framework from which county and city comprehensive plans are developed. Adoption of the CWPP is required by the Growth Management Act and they are being revised as part of the 2016 update to the Comprehensive Plan. Staff briefed the Planning Commission on the current status of this project. **NO ACTION**

2015 COMPREHENSIVE PLAN AMENDMENT – Public Meeting

The process for the annual amendments for the 2015 Comprehensive Plan Amendment cycle was initiated in

October with a notice to the newspaper. Applications for sponsored amendments are due on December 1, 2015. A major portion of 2015 will be dedicated to updating the Comprehensive Plan for the 2016 major update. Staff initiated a discussion with the Planning Commission on potential amendments for the 2015 Comprehensive Plan amendment cycle. **NO ACTION**

DECEMBER

December 9, 2014

DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting

Staff discussed the current status of the project with the Planning Commission. **NO ACTION**

2015 COMPREHENSIVE PLAN AMENDMENT – Public Meeting

Staff discussed the potential amendments for the 2015 Comprehensive Plan amendment cycle with the Planning Commission. **NO ACTION**

MARITIME USES – Public Meeting

The City's Comprehensive Plan was amended in 2012 to include Maritime Uses as a land use category. The lands adjacent to the Marina are now designated as Maritime. Staff discussed a framework for creating zoning regulations for this land use category with the Planning Commission. **NO ACTION**

DECEMBER

December 9, 2014

DRAFT COUNTYWIDE PLANNING POLICIES – Public Meeting

The Countywide Planning Policies (CWPP) are policy statements adopted by Island County and the jurisdictions within intended to establish a countywide framework from which county and city comprehensive plans are developed. Adoption of the CWPP is required by the Growth Management Act and they are being revised as part of the 2016 update to the Comprehensive Plan. Staff continued the discussion with the Planning Commission on the current status of this project. **No Action**

2015 COMPREHENSIVE PLAN AMENDMENT – Public Meeting

The process for the annual amendments for the 2015 Comprehensive Plan Amendment cycle was initiated in October with a notice to the newspaper. Applications for sponsored amendments are due on December 1, 2015. A major portion of 2015 will be dedicated to updating the Comprehensive Plan for the 2016 major update. Staff continued the discussion with the Planning Commission on potential amendments for the 2015 Comprehensive Plan amendment cycle. **No Action**

MARITIME USES – Public Meeting

The City's Comprehensive Plan was amended in 2012 to include Maritime Uses as a land use category. The lands adjacent to the Marina are now designated as Maritime. Staff discussed a framework for creating zoning regulations for this land use category with the Planning Commission. **No Action**