TO: PLANNING COMMISSION
FROM: CAC KAMAK, SENIOR PLANNER
SUBJECT: 2016 COMPREHENSIVE PLAN UPDATE – COUNTY/CITY
DATE: 10/9/2013
CC: STEVE POWERS, DEVELOPMENT SERVICES DIRECTOR

2016 Comprehensive Plan Update – Checklist

The Department of Commerce has provided a checklist that cities can use to determine if their current comprehensive plan meets the requirements of the Growth Management Act (GMA) and other legislation that have been adopted in recent years. City staff has reviewed Oak Harbor’s Comprehensive Plan against this checklist. The checklist is attached to this memo and includes comments related to the requirements.

The checklist provided by the State is formatted with four columns. Column one lists the requirements that the plan must meet. Column two indicates whether the current plan meets that requirement. Column three indicates whether an update is required or whether further research is required to determine that. Check marks have been placed to indicate whether requirements are met or need to be addressed. The last column has notes by staff indicating locations of existing goals and policies that help meet the requirement and other comments if an update is necessary to meet the requirement.

A summary of the potential updates that need to be done for each of the elements is provided below.

Land Use Element

- Update the Future Land Use map to reflect the approved UGA boundaries. These will reflect the County’s decision on the 2005 UGA expansions. The City’s work with the County may lead to other potential amendments if deemed necessary for the 2016 update.

- Demographics and population statistics need to be updated. The population projection must be consistent throughout the Plan, so other elements such as Housing may need to be updated to reflect the most recent projections.
• Population densities and building intensities – acreage of each land use designation, the acreage in each implementing zone, the approximate densities that are assumed, and how it meets the twenty year population projection

• Research on the latest Best Available Science (BAS) needs to be done to determine if the current regulations on critical areas need to be updated.

Housing Element

• Update the statistics on housing that includes an inventory and analysis of existing and projected housing needs for the 20 year population projection.

• Identify sufficient land for housing – government assisted housing, housing for low income families, manufactured housing, group homes, and foster care facilities. – Inclusion in the zoning districts

• Adequate provisions for existing and projected housing needs for all economic segments –

• Policy regarding regulations of manufactured homes may need to be revised

Capital Facilities Plan Element

• Projects need to be identified for impact fees allocation. This can be done by identifying projects that are growth and non-growth related.

Transportation Element

• The Transportation Plan was adopted in 2007 and was intended to be a six year plan to identify improvements. However, it was also a long term plan with forecasts to 2035. The Plan needs to be updated. The Transportation Plan, in goals and policies, meets most requirements needed for the update, however, LOS analysis, financing plan, etc need to be updated.

• Since land use and transportation are closely linked, an update to the transportation plan could consider various land use scenarios and assessments in the long term planning for improvements and level of service.
Consistency

- Consistency is a primary goal for the County Wide Planning Policies (CWPP). The city is working with the county to maintain consistency in policies that impact both jurisdictions.

It can be generally noted from the extensive list of requirements that are in the attached checklist provided by the State that the current plan addresses most of the requirements and may not need to be amended. However, the amendments that do need to be done are fairly significant.

The attached checklist covers only the updates that are required for the Comprehensive Plan. Staff is currently reviewing the Development Regulations that need to be updated. Information on that will be provided at the next meeting.