

**ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE**  
**MARCH 20, 2024**

Meetings are available remotely. Those interested in attending the meetings by computer, tablet, or smartphone may use the following link: <https://tinyurl.com/ICWorkSession>  
or for voice only, **Dial by your location:** (253) 215-8782  
**Meeting ID:** 957 0144 6335 **Passcode:** 969196

9:00 a.m. Planning & Community Development  
10:30 a.m. Public Works

**NOON BREAK**

1:00 p.m. Planning & Community Development (continued)

The Board of County Commissioners meets routinely in Work Session the first three Wednesdays of each month. Work Sessions are held in the Annex Building, Board of County Commissioners' Hearing Room, #B102, 1 NE 6<sup>th</sup> Street, Coupeville, WA.

Work Sessions are public meetings that provide an informal workshop format opportunity for the Board to review ongoing items with departments or to meet with other agencies, committees, or groups to discuss specific topics of mutual interest. Items are typically reviewed at Work Session before being scheduled on the agenda for the Board's regular Tuesday business meetings.

While Work Sessions do not have time set aside for verbal public comment, written public comment is welcomed and can be directed to the Clerk of the Board by submitting comments to [CommentBOCC@islandcountywa.gov](mailto:CommentBOCC@islandcountywa.gov). If you have questions regarding public comment, you may call (360) 679-7385. Written public comments are considered a public record.

Times for each department are approximate; a time slot scheduled for a specific department may be revised as the Work Session progresses. Because of the workshop format and time sensitivity, certain items, topics, and materials may be presented that are not included in the published agenda. **If you are interested in reviewing those documents, please contact the Clerk of the Board at (360) 679-7354.**

**NOTE:** Audio recordings are posted within 48 hours of the meeting date. To listen to the recording visit the [Agenda Center](#) on the Island County website.



**ISLAND COUNTY PLANNING & COMMUNITY DEV.**

**WORK SESSION AGENDA**

**MEETING DATE: 3/20/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Mary Engle, Director**

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**Amount of time requested for agenda discussion. 210 minutes**

**DIVISION: Long Range Planning**

**Agenda Item No.: 1**

**Subject: Shoreline Master Program**

**Description:** Continued discussion of the Shoreline Master Program and review public input with the Board of Island County Commissioners.

**Attachment: Memo**

**Request:** *(Check boxes that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Move to Consent               | <input type="checkbox"/> Move to Regular           |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request             | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable

**DIVISION: Long Range Planning**

**Agenda Item No.: 2**

**Subject: 2025 Comprehensive Plan – Housing Element: Goals and Policies**

**Description:** Long Range Planning staff will lead the Board of Island County Commissioners in a review of the Comprehensive Plan Housing Element's goals and policies.

**Attachment: Memo, and 2018 Housing Goals and Policies Excerpt**

**Request:** *(Check boxes that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Move to Consent               | <input type="checkbox"/> Move to Regular           |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request             | <input type="checkbox"/> Other: _____              |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable



## Island County Planning and Community Development

*Mary Engle, Director*

Physical Address: 1 NE 6<sup>th</sup> St, Coupeville, WA 98239 Mailing Address: 1 NE 7<sup>th</sup> St, Coupeville, WA 98239

Ph: Whidbey 360-679-7339 | Camano 360-387-3443 | Fax: 360-679-7306

Email: [PlanningDept@islandcountywa.gov](mailto:PlanningDept@islandcountywa.gov) | <https://www.islandcountywa.gov/207/Planning-Community-Development>

### ~ MEMORANDUM ~

**TO: Board of County Commissioners**  
**FROM: Mary Engle, Planning Director**  
**DATE: March 20, 2024**  
**SUBJECT: 2020 Shoreline Master Program Periodic Update Follow up - Continued**

### **Discussion to continue from February 21, 2024, Board of Island County Commissioners Work Session.**

The State of Washington adopted the Shoreline Management Act in 1971 to prevent the uncoordinated and piecemeal development on the shorelines of the state. Island County last updated the Shoreline Master Program (SMP), Island County Code (ICC) 17.05A, on December 15, 2015.

The current update began in 2020, when Island County staff prepared proposed amendments to the Shoreline Element of the Comprehensive Plan, amendments to ICC 17.03 and 17.05A, and Shoreline Environmental Designation maps. Island County staff prepared an environmental checklist and issued a Determination of Non-Significance on April 2, 2021, per the Washington State Environmental Policy Act, Washington Administrative Code 197-11-340.

Following a joint public comment period with the Department of Ecology, the Island County Board of County Commissioners held a public hearing on May 17, 2021, where the Board formally transmitted the proposed amendments to the Department of Ecology for review. The Department of Ecology provided a list of changes for Island County to consider on December 17, 2021.

Island County staff incorporated the changes and created an alternate proposal intended to increase usability of the local Shoreline Master Program. The changes that were made clarified terms and provided a new organizational structure. No substantive changes were made to the regulations. Following the Board's public hearing on February 6, 2024, the Board directed staff to return to address the following concerns:

- ❖ Reasonable use definition
- ❖ Pre-application conference requirement
- ❖ Unique property review vs. one-size fits all review approach
- ❖ Shoreline Environmental Designations (SED)

- Proposed SEDs
- ❖ Page 2 of 2
  - Reduction or expansion of setbacks
  - Concern about government takings
- ❖ 17.05A.110.A.3.f – new shoreline stabilization vs. existing shoreline
- ❖ stabilization
- ❖ Flood hazard regulations vs. SMP regulations
- ❖ SMP lead agency
- ❖ Artificial vs. natural shorelines
- ❖ Marine Resource Council White Paper
- ❖ 17.05A.090.N.12 should/shall in flood zone
- ❖ Written comments received by Friday, February 16, 2024

**Staff Recommendation**

Staff recommends that the Board of Island County Commissioners move Ordinance C-03-24 PLG-004-24 to Regular Session, for adoption and transmission of the attached exhibits to the Department of Ecology for final review of consistency with RCW 90.58.020 per the standard process review outlined in WAC 173-26-100, and enacting said exhibits immediately upon approval of the Department of Ecology.



## Island County Planning and Community Development

*Mary Engle, Director*

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### *~ MEMORANDUM ~*

**TO: Board of County Commissioners**  
**FROM: Mary Engle, Planning Director**  
**DATE: March 20, 2024**  
**SUBJECT: Comprehensive Plan – Housing Element Goals & Policies Discussion**

Long Range Planning staff will lead the Board of Island County Commissioners in a review of the Comprehensive Plan Housing Element's goals and policies. Staff will provide Growth Management Act (GMA) required updates, department feedback, and public input to frame the conversation on what changes are needed for the 2025 periodic update.

**Attachments:**

- Excerpt from the Island County Comprehensive Plan – 2018 Housing Element Goals and Policies



## Island County Planning and Community Development

*Mary Engle, Director*

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### EXCERPT FROM THE ISLAND COUNTY 2018 COMPREHENSIVE PLAN – Housing Element

#### **Goal 1. Encourage preservation of existing housing stock capacity, subsidized affordable housing units, and the character of existing communities.**

- H 1.1. Sustain and enhance the vitality, diversity, and quality of life within existing neighborhoods through the promotion of development that is sensitive to the quality, design, scale, and character of those neighborhoods.
- H 1.2. Preserve the existing housing stock to meet the changing needs of residents by continuing to improve the permitting process for remodels/additions, accessory dwelling units, and guest cottages.
- H 1.3. Monitor properties with expiring subsidies and identify strategies and resources to preserve their affordability.
- H 1.4. Identify and promote awareness of resources and programs available for housing repair and rehabilitation for homeowners with low incomes; examples may include, weatherization, septic repair or compliance with flood hazard regulations.
- H 1.5. Support the preservation of manufactured home parks in Island County as a component of the County's affordable housing stock.
- H 1.6. Develop strategies to encourage the re-use of existing housing structures in rural areas including potential incentives for relocation to other sites.
- H 1.7. Monitor the impacts of vacation rentals on housing availability in the County.
- H 1.8. Consider development regulations for the RAIDs and NMUGAs that are compatible with residential community character, that promote pedestrian connectivity and ensure the long term vitality of Island County neighborhoods.

#### **Goal 2. Promote the development of different housing types, such as rentals and manufactured homes, to meet the needs of all demographic segments of the population, housing tenure choices, and income levels. Provide for these housing types in appropriate locations where infrastructure, public transit, and community services are readily accessible, planned in the near future, or are included as part of a new fully-contained**

**community as described in RCW 36.70A.350.**

- H 2.1. Encourage the construction of multi-family units, primarily rentals, in areas where higher densities are permitted and where infrastructure, including public transportation, is already available.
- H 2.2. Encourage housing suitable to the needs of older adults, including independent and assisted living housing, in Mixed Use RAIDs and UGAs.
- H 2.3. Encourage the siting of duplexes, triplexes, and fourplexes in Rural Residential zones that are near Mixed Use RAIDs and UGAs.
- H 2.4. Identify innovative housing approaches for Camano Island where the predominance of rural zones and lack of a UGA presents challenges for meeting a diversity of housing needs.
- H 2.5. Evaluate and modify as needed, Planned Residential Developments and clustered housing code provisions to ensure that they provide adequate incentives to achieve desired densities.
- H 2.6. Evaluate regulations to determine appropriate locations, provide expanded opportunities, determine potential incentives, and remove unnecessary barriers and/or impediments to the development of the following housing types: permanent and seasonal farm worker housing; accessory dwelling units and guest cottages; manufactured housing communities and manufactured homes; small multi-unit structures; cottage housing; and other small dwelling unit types.
- H 2.7. Encourage infill development in RAIDs and UGAs through zoning regulations and incentives with specific attention to the incentives identified under RCW 36.70A.540.
- H 2.8. Explore options to allow temporary housing structures to accommodate short-term housing needs related to limited-term employment and the homeless population.
- H 2.9. Monitor Island County's housing development and periodically compare to housing development targets in the Comprehensive Plan and buildable land supply.
- H 2.10. Ensure that innovative housing options are considered and addressed in county housing policies, programs, funding, and local zoning regulations.
- H 2.11. Develop and allow "pre-approved" or "permit ready" house plans for accessory dwelling units, guest cottages, cottage housing and other potential housing types in appropriate locations.
- H 2.12. Identify opportunities to lower labor and materials costs by supporting and encouraging alternative housing designs, materials and construction, such as self-help/sweat-equity housing, owner-built housing, and the use of existing or reclaimed building materials.
- H 2.13. Provide additional locations for, and encourage the siting of, recreational vehicle parks as a temporary lodging option.

- H 2.14. Continue to identify and evaluate opportunities to streamline interdepartmental permitting review where possible.

**Goal 3. Promote fair access to housing and shelter for all persons.**

- H 3.1. Identify appropriate locations to support and facilitate transitional housing, coordinated with critical support services, for youth, adults, seniors, families, and those with disabilities.
- H 3.2. Identify appropriate locations to support and facilitate the development of emergency shelters and short-term housing for those in need.
- H 3.3. Ensure that community housing and shelter needs are considered and addressed in county housing policies, programs, funding, and local zoning regulations.
- H 3.4. Evaluate and consider implementing the recommendations of the Tri-County Consortium's 2018 Analysis of Impediments to Fair Housing Choice and successor Fair Housing Plans to affirmatively further Fair Housing in Island County.
- H 3.5. Promote community and landlord awareness of and compliance with federal and state Fair Housing laws.
- H 3.6. Promote diverse representation on boards and committees that make recommendations concerning housing-related policies, programs or funding.

**Goal 4. Promote policies that facilitate the reduction in the share of cost burdened households by increasing the supply of subsidized housing.**

- H 4.1. Define subsidized and low-income housing needs and establish measurable subsidized and low-income housing targets relative to those needs.
- H 4.2. Encourage a range of permanent subsidized housing options through small project-based structures, administration of rental assistance, and supportive housing.
- H 4.3. Ensure publicly-funded, low-income housing is located in appropriate locations where infrastructure, public transit, and community services are readily accessible, planned in the near future, or are included as a part of a new fully-contained community as described in RCW 36.70A.350.
- H 4.4. Review existing surplus public land owned by Island County and other public agencies to determine if any such lands are appropriate to be transferred to a non-profit housing agency for subsidized or low-income housing.



## EXCERPT FROM THE ISLAND COUNTY 2018 COMPREHENSIVE PLAN

- H 4.5. Evaluate opportunities to reduce or eliminate permit fees for subsidized and low-income housing.
- H 4.6. Implement incentives for subsidized housing projects within non-municipal urban growth areas and mixed use RAIDs.
- H 4.7. Ensure coordination between the policies addressed in the Comprehensive Plan and those outlined in Island County's Homeless Housing Plan.
- H 4.8. Collaborate with municipal jurisdictions to develop mutual policies and agreements that facilitate the siting and subsequent annexation of subsidized housing in unincorporated UGAs.

### **Goal 5. Collaborate with other jurisdictions and housing organizations to address county-wide housing issues.**

- H 5.1. Actively convene committees to coordinate county-wide housing issues.
- H 5.2. Evaluate the potential for a Transfer of Development Rights (TDR) program for the Freeland NMUGA, or in conjunction with incorporated communities, that allows higher densities within city boundaries and urban growth areas.
- H 5.3. Continue to maintain partnerships and support collaboration with the Housing Authority of Island County, the Opportunity Council, local industries, major employers, and different groups including nonprofit, faith-based, public, and private interests in ongoing efforts to fund and sustain existing subsidized and low-income housing projects in Island County.
- H 5.4. Support collaboration between private developers, public agencies, and non-profit organizations so that a variety of housing options are dispersed throughout the county and develop these partnerships to collaboratively advocate for more financial resources from the federal and state government for subsidized, low-income housing.
- H 5.5. Continue to coordinate with, and provide staff support for the Housing Provider Network and other housing-related committees.
- H 5.6. Support applications for federal, Low-Income Housing Tax Credits and other available incentives for the acquisition, rehabilitation, or new constructions of rental housing targeted to lower-income households.
- H 5.7. The Board shall consider housing related policy implementation actions as part of the annual work plan review.

*Low-Income Housing Tax Credits*

A tax incentive intended to increase the availability of low-income housing. The program provides an income tax credit to owners of newly constructed or substantially rehabilitated low-income rental housing projects. Department of Housing & Urban Development

*Transfer of Development Rights*

Methods for protecting land from development by voluntarily removing the development rights from a sending area and transferring them to a receiving area for the purpose of increasing development density or intensity in the receiving area.

*Workforce Housing*

Workforce housing is housing that is affordable to workers and close to their jobs. It is homeownership, as well as rental housing, that can be reasonably afforded by a moderate to middle income, critical workforce and located in acceptable proximity to workforce centers. The most common definition of workforce housing comes from the Urban Land Institute, which defines workforce housing as: "housing that is affordable to households earning 60 to 120 percent of the area median income."

National Association of Realtors

*New Fully-Contained Community* Development proposed for location outside of the existing designated urban growth areas which is characterized by urban densities, uses, and services, and meets the criteria of RCW 36.70A.350

WAC 365-196-210 - The Growth Management Act Procedural Criteria

# 2025 COMPREHENSIVE PLAN PERIODIC UPDATE



HOUSING ELEMENT GOALS AND POLICIES REVIEW

March 13 & 20, 2024

# Purpose of Session

- Review the 2016 Housing Element Goals and Policies.
- Share feedback from public, county departments, advisory boards, and GMA required updates.
- Gather Board feedback on where changes are needed.



# **Housing Goal 1**

**ENCOURAGE PRESERVATION OF EXISTING HOUSING STOCK  
CAPACITY, SUBSIDIZED AFFORDABLE HOUSING UNITS, AND THE  
CHARACTER OF EXISTING COMMUNITIES.**

## Housing Goal 1 and Policies 1.1 to 1.8 Feedback

Consider removing “Character” from the goal statement due to equity concerns.

Streamline the permitting process, look at overlapping processes, and timeline barriers. Remove guest cottages from list of examples. [H 1.2]

Reword to promote upgrading existing housing stock, for all income levels, to make more energy efficient in response to climate change. Add reduce dependence on natural gas. [H 1.4]

Pursue offerings from federal funding sources such as the PRICE program, “Preservation and Reinvestment Initiative for Community Enhancement” to preserve existing manufactured housing, including repair, rehabilitation, and replacement of existing homes; infrastructure improvements; and planning activities. [H 1.5]

Change “monitor” to “document”; and consider policy changes to address vacation rentals. Monitor impact on septic and drinking water infrastructure to determine sustainability of vacation rentals, with particular attention near critical areas, shorelines, and critical aquifer recharge areas. [H 1.7]

Design communities with housing options that create access to social drivers of health.

Systematically consider groundwater and sewage infrastructure and incentivize innovative solutions and technologies to create supportive housing.

Strengthen partnerships with community outreach workers and community-based organizations to extend access to home repair and home health resources for historically under-reached communities.

# Housing Goal 2

**PROMOTE THE DEVELOPMENT OF DIFFERENT HOUSING TYPES, SUCH AS RENTALS AND MANUFACTURED HOMES, TO MEET THE NEEDS OF ALL DEMOGRAPHIC SEGMENTS OF THE POPULATION, HOUSING TENURE CHOICES, AND INCOME LEVELS. PROVIDE FOR THESE HOUSING TYPES IN APPROPRIATE LOCATIONS WHERE INFRASTRUCTURE, PUBLIC TRANSIT, AND COMMUNITY SERVICES ARE READILY ACCESSIBLE, PLANNED IN THE NEAR FUTURE, OR ARE INCLUDED AS PART OF A NEW FULLY-CONTAINED COMMUNITY AS DESCRIBED IN RCW 36.70A.350.**

## Housing Goal 2 and Policies 2.1 to 2.14 Feedback

Consider revising goal or adding a new goal about accommodating income levels.

Remove “encourage” throughout policies and make stronger to comply with HB 1220.

Utilize 1590 funds in a manner that demonstrates local commitment and support for affordable housing development (e.g., providing local match required by most federal and state funding sources). [H 2.1]

Combine policies H 2.3 and H 2.4 to find creative multi-family solutions in all rural residential zones. Consider adding Community Land Trust concept to the list. [H 2.4]

Incentivize cluster housing and Planned Residential Developments by reducing impact fees, permitting costs, or providing density bonuses for affordable units. Add reference PRD policies in Land Use Element. [H 2.5]

Adopt zoning code provision to encourage and facilitate cottage housing development. Allow existing manufactured home parks to expand if infrastructure is available. Reduce regulatory requirements for ADUs to encourage their construction. [H 2.6]

Consider strengthening H 2.8 to address the mandate to plan for and accommodate permanent supportive housing and emergency shelter.

Consider rephrasing H 2.10 and 2.11 to be consistent with new mandates and remove unnecessary housing types.

**CONTINUED**





## **CONTINUED: Housing Goal 2 and Policies 2.1 to 2.14 Feedback**

Complete comprehensive study of wastewater infrastructure and opportunities in Island County; use study findings to support increased funding and legislation for septic infrastructure that supports housing opportunities.

Incentivize Large Onsite Septic Systems (LOSS), Step Systems, and technologies that support density and supportive/workforce housing across different zones based on comprehensive study.

Strengthen interdepartmental coordination of software permitting utilization and streamline application requirements and use of a centralized site plan.

Continue to support the active affordable housing projects. Work to incentivize supportive housing.

Explore and support options for employer-assisted workforce housing. Explore options to identify housing for seasonal workers. Evaluate options to encourage the development of long-term ADU and DADUs. Review regulations and restrictions for RVs and tiny homes as supportive housing options.

Strengthen policy H 2.11 further to address permitting cost and time. Some permitting prescriptions for smaller multi-unit dwellings are not conducive to permitting that favors single family developments.

RV parks are often the only affordable option. Consider time limits, how many are allowed per acre, incentives, and higher density with septic/water hookups. [H 2.13]

Consider moving/addressing policy H 2.14 under the Land Use Element.

# Housing Goal 3

**PROMOTE FAIR ACCESS TO HOUSING AND SHELTER FOR ALL PERSONS.**

## Housing Goal 3 and Policies 3.1 to 3.6 Feedback

GMA requires identifying policies that result in racially disparate impacts, establishing policies to begin to undo impacts, and establish anti displacement policies RCW 36.70A.070.2 e, f, and g.

Strengthen language: “identifying and ensuring”. Incentivize with density bonuses; consider not allowing one story commercial buildings without housing above. Consider using offsets to load shift in certain areas.

Consider committing funding as another approach.

Consider more emphasis or advocacy to support seniors with limited income and disabilities. [H 3.1]

Consider strategies to better understand and address race, income, gender, and ethnic disparities in housing quality and home health needs. Consider developing communities of practice with epidemiologists, housing professionals, planners, and community leaders.

Promote cultural competency awareness for landlords through outreach and education.

Consider emergency preparedness in housing design and neighborhood planning across housing types and zoning, collaborating with ICOM, DEM, Public Works, Public Health, and other stakeholders.

Actively build trusted relationships with diverse communities to raise awareness of boards and committees and strengthen inclusive approaches for engagement from under-represented community members, working with trusted leaders, community health and outreach workers, and community-based organizations reaching marginalized populations.

# Housing Goal 4

**PROMOTE POLICIES THAT FACILITATE THE REDUCTION IN THE SHARE OF COST BURDENED HOUSEHOLDS BY INCREASING THE SUPPLY OF SUBSIDIZED HOUSING.**

## Housing Goal 4 and Policies 4.1 to 4.8 Feedback

Reword policy 4.1 to address all income levels.

County doesn't own or operation any housing, the County partners with HUD to provide services. Policies 4.3 to 4.8 are relevant to the County's role. Policies 4.1 and 4.2 need to be reworded.

Consider underutilized spaces for housing (e.g., school campuses, parking lots, Port of South Whidbey fairgrounds) through zoning code amendments. [H 4.4.]

Specify incentives in H 4.6.

Fully utilize all available tools, resources, and funding streams available for affordable housing at the local, state, and federal level. Explore options to direct funds towards infrastructure and programs that support affordable housing development.

Continue to support the active affordable housing projects (Swanton Road, Camas Flats, Harbor Inn, 2nd & DeBruyn, Habitat for Humanity).

Work to incentivize supportive housing across zoning. Explore and support options for employer-assisted workforce housing. Explore options to identify housing for seasonal workers. Evaluate options to encourage the development of long-term ADU and DADUs.

Continue to develop stronger relationships with contractors and builders through events such as the Builders Listening Session.

# Housing Goal 5

**COLLABORATE WITH OTHER JURISDICTIONS AND HOUSING ORGANIZATIONS TO ADDRESS COUNTY-WIDE HOUSING ISSUES.**

## **Housing Goal 5 and Policies 5.1 to 5.7 Feedback**

Consider a Transfer of Development Rights (TDR) program countywide and not limited to the NMUGA in Freeland.

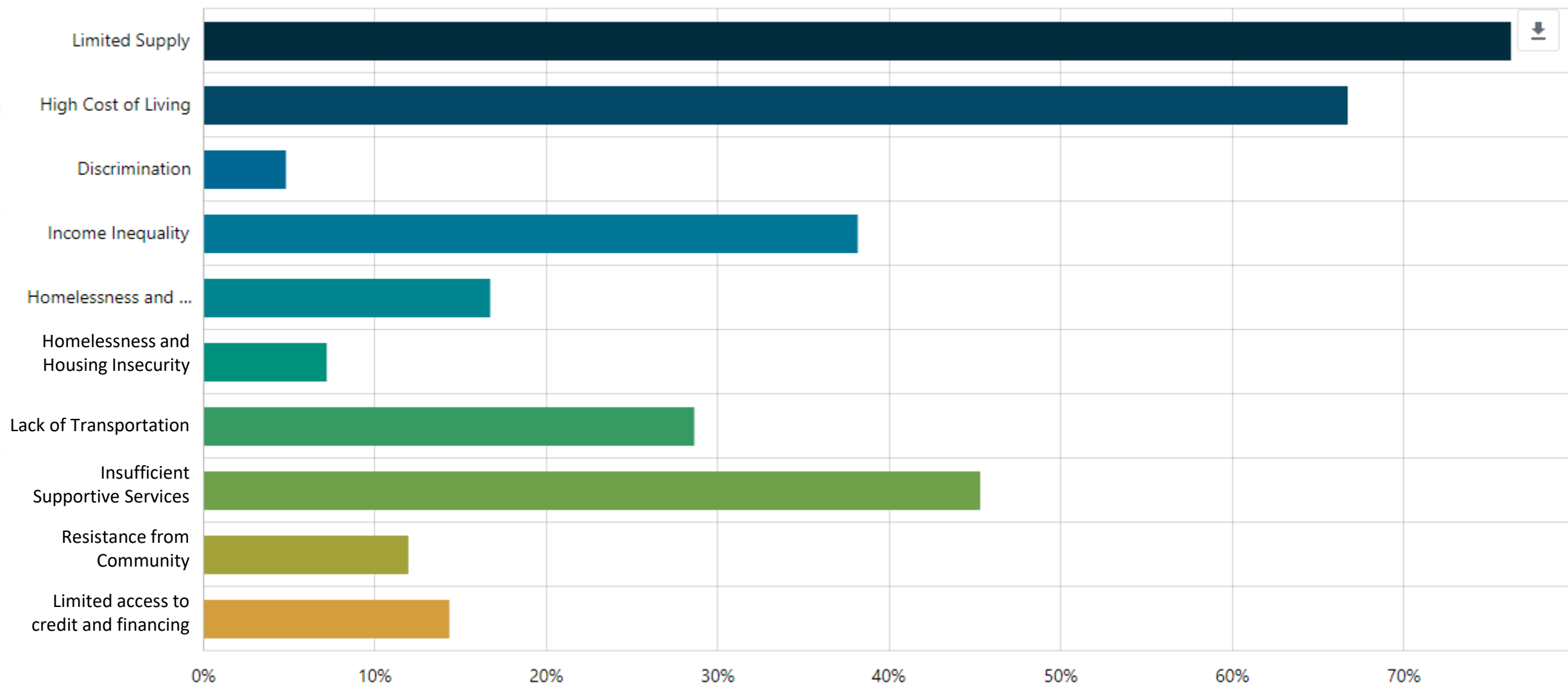
Remove "Opportunity Council" as there are many other housing groups to work with that would all be included in the non-profit section. [H 5.3]

# Public Feedback

1

In your opinion, what are the most significant barriers to accessing affordable housing in our community?

Multi Choice | Skipped: 1 | Answered: 42 (97.67%)

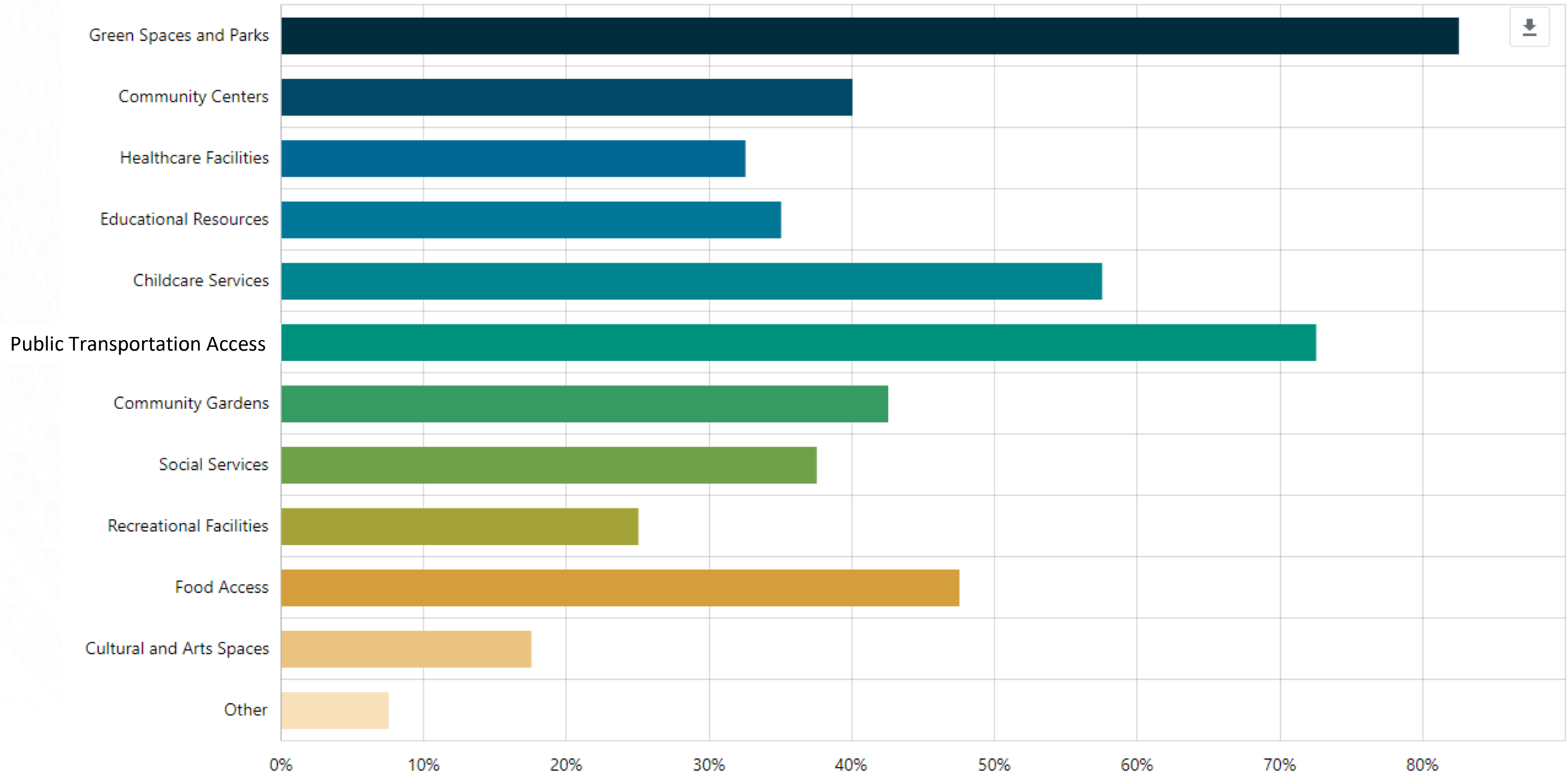


# Public Feedback 2

2

What services do you think should be considered when planning for affordable housing developments to enhance community livability?

Multi Choice | Skipped: 3 | Answered: 40 (93.02%)



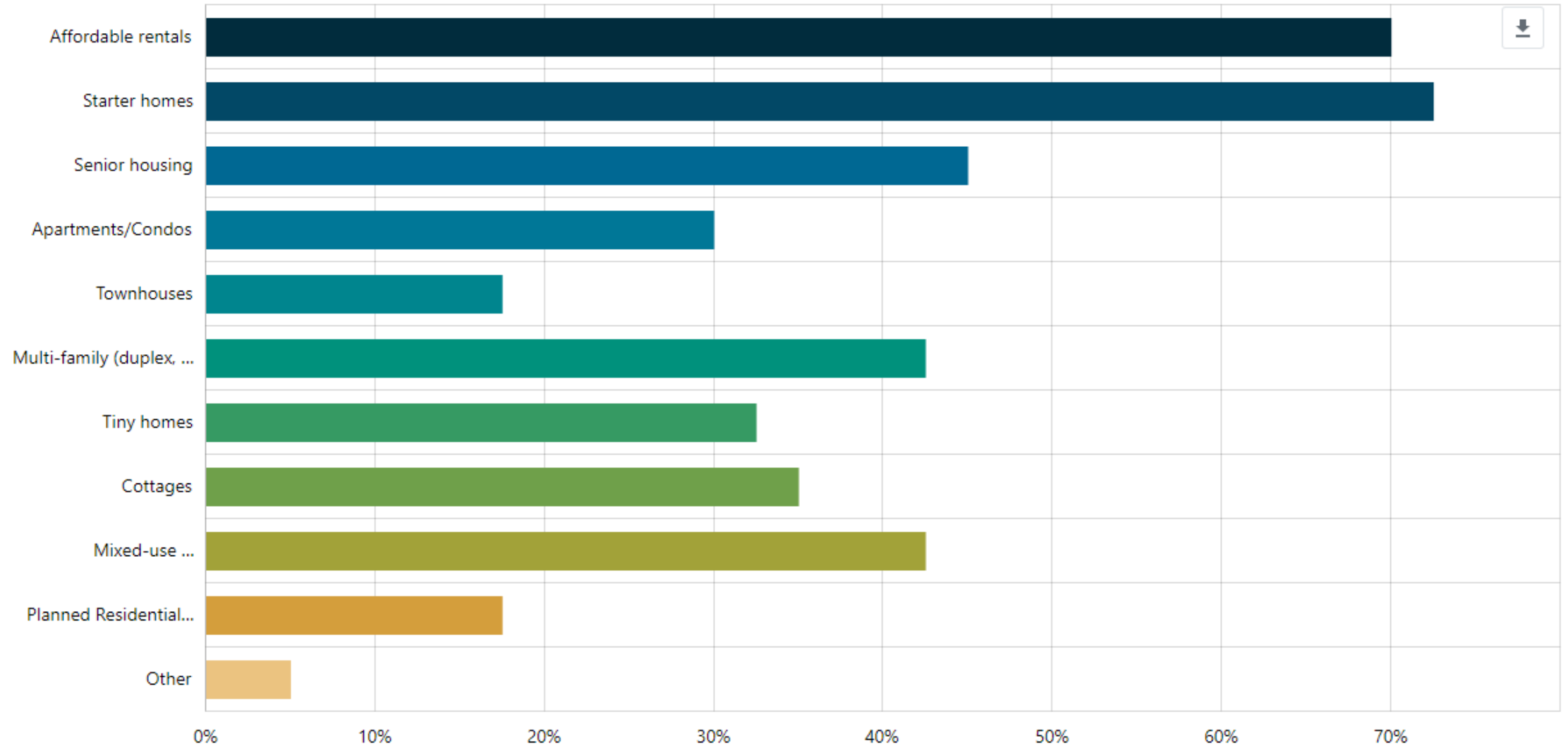


# Public Feedback 3

3

In your opinion, what types of housing options are lacking in our community?

Multi Choice | Skipped: 3 | Answered: 40 (93.02%)



## Summary of Public Input Received via Online Surveys Related to Housing

Consider denser housing in already developed areas.

Consider restricting short-term rentals to increase availability of affordable housing.

Consider taxing owners of second homes to encourage them to convert to long term rentals.

Consider building affordable living options for local people and service staff required for local businesses.

Consider more flexibility for alternative housing options including ADUs and tiny homes.

Consider stronger incentives for affordable, workforce, and multi-family housing.

# FEEDBACK / QUESTIONS

**VISIT OUR PUBLIC ENGAGEMENT WEBSITE:**

[www.islandcounty2045.com](http://www.islandcounty2045.com)

**SIGN UP TO RECEIVE COMP PLAN EMAILS:**

[CompPlan@islandcountywa.gov](mailto:CompPlan@islandcountywa.gov)





**ISLAND COUNTY PUBLIC WORKS**

**WORK SESSION AGENDA**

**MEETING DATE: 3/20/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Esco Bell, Director**

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**Amount of time requested for agenda discussion. 15 minutes**

**DIVISION: County Roads**

**Agenda Item No.: 1**

**Subject: Franchise Transfer for William Hensler, Existing Sewer Transport System**

**Description:** Franchise transfer for William Hensler, the new owner of property that had a previous sewer transport system franchise agreement # 385 Thomlinson & Hurley. Staff requests moving the item to consent to schedule a public hearing with a suggested date of May 7, 2024.

**Attachment: Memorandum, Franchise Application, Map**

**Request:** *(Check boxes that apply)*

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular                      |
| <input type="checkbox"/> None/Informational         | <input checked="" type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request          | <input type="checkbox"/> Other: _____                         |

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable



## Island County Public Works

*Ed Sewester, P.E., County Engineer*

1 NE 7<sup>th</sup> St, Coupeville, WA 98239

Ph: Whidbey 360-679-7331 | Camano 360-387-3443 | S Whidbey 360-321-5111

Email: Ed Sewester@islandcountywa.gov | www.islandcountywa.gov

### MEMORANDUM

March 20, 2024

TO: Board of County Commissioners - Island County

FROM: Ed Sewester, P.E. - County Engineer

RE: Transfer of Existing Franchise, William Hensler

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Public Works is presenting to the Board of County Commissioners, an application to transfer an existing sewer transport system, submitted by William Hensler. The previous owners Thomlinson & Hurley existing franchise # 385 expires 7/13/2034. They are no longer the owner and the request for transfer to the new owner Mr. Hensler should be processed. Mr. Hensler owns both sending parcel S8090-05-00033-0 and receiving parcel S8090-03-00235-0. Public Works intends to have this franchise transfer seen by the Board for Public Hearing, at the suggested date of May 7<sup>th</sup>, 2024.



# APPLICATION FOR FRANCHISE

Board of County Commissioners  
P.O. Box 5000  
Coupeville, Washington 98239



## Commissioners:

The undersigned hereby makes application for a Franchise to construct, operate  
and maintain a sewer transport line for an off-site drainfield  
along and/or across a following County Road(s) in Island County, Washington  
Franchise # 385-3600 Holmes View Drive  
located in right of way along Nautical way, to lot S8090-03-00235-0  
Holmes View Dr & East Harbor Rd. within the plat of Saratoga Beach

This franchise is requested to extend for a period of time as deemed appropriate  
by the Board of Island County Commissioners.

Phone

408-721 3190

Phone

senswalden@gmail.com  
E-Mail Address (if available)

Corporation / Association / Name

William Hensler

Contact Name

3600 Holmes View Dr.  
Address

3600 Langley, WA 98260  
Address

Date

10/18/23

Signature

William Hensler



NOTE: If applicant is a corporation, corporate name should be stated. Application shall be signed by an officer of the corporation. This application is to be executed by the owner(s) of the proposed facility. One copy of any exhibits or maps should be attached to the application.

## APPLICATION & PROCESSING FEE: (Make Checks payable to Island County Public Works)

☐ \$527.36 for New / Expanding Water / Sewer / Gas / Utility Line  
☐ \$618.00 for Cable System  
☒ \$403.76 for Renewal of Franchise  
☒ \$154.50 for Assignment/Transfer of Franchise  
☒ \$103.50 first page \$1.00 each additional page (new fee effective 7/1/2019) invoiced at a later date



Govt. Lots 3 & 4, Sec. 14, Twp. 30 N., R. 2 E., W. M.

DO NOT USE AS A LEGAL DOCUMENT. p. 30 N., R. 2 E., W. M.  
ACCURACY NOT GUARANTEED

