

**ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE  
NOVEMBER 12, 2025**

Those interested in attending the meeting virtually please

**Login:** <https://zoom.us/j/98589156528?pwd=ds1haw2vO3AjRMwsuzQmctwFq0TcVW.1>

**Passcode:** 163571

**Or by phone:** (253) 215-8782 **Webinar ID:** 985 8915 6528 **Passcode:** 163571

10:00 a.m.	Human Services
10:30 a.m.	Prosecuting Attorney
10:40 a.m.	Human Resources
11:20 a.m.	Public Health
11:30 a.m.	Public Works

**NOON BREAK**

1:30 p.m.	Planning & Community Development
3:00 p.m.	Budget

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.**

**ASSISTIVE LISTENING AVAILABLE:** Please contact the clerk for an assistive listening device to use during the meeting. Please return the device at the end of the meeting.

**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 HUMAN SERVICES**

**WORK SESSION AGENDA**

**MEETING DATE: 11/12/2025**

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**To: Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From: Lynda Austin, Director**

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**Amount of time requested for agenda discussion. 30 minutes**

**DIVISION: Behavioral Health**

**Agenda Item No.: 1**

**Subject: Opioid Settlement Funds**

**Description:** Update on funds collected to date and anticipated settlement amounts. Hear from BOCC their priorities for possible use of funds.

**Attachments: WA Local Govt MOU Exhibit A – Opioid Abatement Strategies**

**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

# **EXHIBIT A**

# OPIOID ABATEMENT STRATEGIES

## PART ONE: TREATMENT

### A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions, co-usage, and/or co-addiction through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including all forms of Medication-Assisted Treatment (MAT) approved by the U.S. Food and Drug Administration.
2. Support and reimburse services that include the full American Society of Addiction Medicine (ASAM) continuum of care for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including but not limited to:
  - a. Medication-Assisted Treatment (MAT);
  - b. Abstinence-based treatment;
  - c. Treatment, recovery, or other services provided by states, subdivisions, community health centers; non-for-profit providers; or for-profit providers;
  - d. Treatment by providers that focus on OUD treatment as well as treatment by providers that offer OUD treatment along with treatment for other SUD/MH conditions, co-usage, and/or co-addiction; or
  - e. Evidence-informed residential services programs, as noted below.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-based, evidence-informed, or promising practices such as adequate methadone dosing.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction and for persons who have experienced an opioid overdose.
6. Support treatment of mental health trauma resulting from the traumatic experiences of the opioid user (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose



or overdose fatality), and training of health care personnel to identify and address such trauma.

7. Support detoxification (detox) and withdrawal management services for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including medical detox, referral to treatment, or connections to other services or supports.
8. Support training on MAT for health care providers, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
10. Provide fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (DATA 2000) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
12. Support the dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.
13. Support the development and dissemination of new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

## **B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY**

Support people in treatment for and recovery from OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Provide the full continuum of care of recovery services for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including supportive housing, residential treatment, medical detox services, peer support services and counseling, community navigators, case management, and connections to community-based services.
2. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.

3. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including supportive housing, recovery housing, housing assistance programs, or training for housing providers.
4. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
5. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
6. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
7. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
8. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to manage the opioid user in the family.
9. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to current and recovering opioid users, including reducing stigma.
10. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED  
(CONNECTIONS TO CARE)**

Provide connections to care for people who have – or are at risk of developing – OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Support Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorders.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.

4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Support training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
6. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, or persons who have experienced an opioid overdose, into community treatment or recovery services through a bridge clinic or similar approach.
7. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction or persons that have experienced an opioid overdose.
8. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
9. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction or to persons who have experienced an opioid overdose.
10. Provide funding for peer navigators, recovery coaches, care coordinators, or care managers that offer assistance to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction or to persons who have experienced on opioid overdose.
11. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
12. Develop and support best practices on addressing OUD in the workplace.
13. Support assistance programs for health care providers with OUD.
14. Engage non-profits and the faith community as a system to support outreach for treatment.
15. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
16. Create or support intake and call centers to facilitate education and access to treatment, prevention, and recovery services for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.

17. Develop or support a National Treatment Availability Clearinghouse – a multistate/nationally accessible database whereby health care providers can list locations for currently available in-patient and out-patient OUD treatment services that are accessible on a real-time basis by persons who seek treatment.

**D. ADDRESS THE NEEDS OF CRIMINAL-JUSTICE-INVOLVED PERSONS**

Address the needs of persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction who are involved – or are at risk of becoming involved – in the criminal justice system through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Support pre-arrest or post-arrest diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including established strategies such as:
  - a. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);
  - b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;
  - c. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
  - d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model;
  - e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative;
  - f. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise and to reduce perceived barriers associated with law enforcement 911 responses; or
  - g. County prosecution diversion programs, including diversion officer salary, only for counties with a population of 50,000 or less. Any diversion services in matters involving opioids must include drug testing, monitoring, or treatment.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, but only if these courts provide referrals to evidence-informed treatment, including MAT.

4. Provide evidence-informed treatment, including MAT, recovery support, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction who are leaving jail or prison have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal-justice-involved persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, case management, or other services offered in connection with any of the strategies described in this section.

**E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME**

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, and the needs of their families, including babies with neonatal abstinence syndrome, through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Support evidence-based, evidence-informed, or promising treatment, including MAT, recovery services and supports, and prevention services for pregnant women – or women who could become pregnant – who have OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Provide training for obstetricians or other healthcare personnel that work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
3. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with Neonatal Abstinence Syndrome get referred to appropriate services and receive a plan of safe care.
4. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.

5. Offer enhanced family supports and home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including but not limited to parent skills training.
6. Support for Children's Services – Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION
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**F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS**

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
2. Academic counter-detailing to educate prescribers on appropriate opioid prescribing.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Support enhancements or improvements to Prescription Drug Monitoring Programs (PDMPs), including but not limited to improvements that:
  - a. Increase the number of prescribers using PDMPs;
  - b. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs or by improving the interface that prescribers use to access PDMP data, or both; or
  - c. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD.
6. Development and implementation of a national PDMP – Fund development of a multistate/national PDMP that permits information sharing while providing appropriate safeguards on sharing of private health information, including but not limited to:
  - a. Integration of PDMP data with electronic health records, overdose episodes, and decision support tools for health care providers relating to OUD.

- b. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database.
7. Increase electronic prescribing to prevent diversion or forgery.
8. Educate Dispensers on appropriate opioid dispensing.

**G. PREVENT MISUSE OF OPIOIDS**

Support efforts to discourage or prevent misuse of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Corrective advertising or affirmative public education campaigns based on evidence.
2. Public education relating to drug disposal.
3. Drug take-back disposal or destruction programs.
4. Fund community anti-drug coalitions that engage in drug prevention efforts.
5. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction – including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).
6. Engage non-profits and faith-based communities as systems to support prevention.
7. Support evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
8. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
9. Support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
10. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
11. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses or other school staff, to

address mental health needs in young people that (when not properly addressed) increase the risk of opioid or other drug misuse.

## **H. PREVENT OVERDOSE DEATHS AND OTHER HARMS**

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Increase availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, opioid users, families and friends of opioid users, schools, community navigators and outreach workers, drug offenders upon release from jail/prison, or other members of the general public.
2. Provision by public health entities of free naloxone to anyone in the community, including but not limited to provision of intra-nasal naloxone in settings where other options are not available or allowed.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, and other members of the general public.
4. Enable school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expand, improve, or develop data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educate first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
10. Support mobile units that offer or provide referrals to treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
11. Provide training in treatment and recovery strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
12. Support screening for fentanyl in routine clinical toxicology testing.



## PART THREE: OTHER STRATEGIES

### **I. FIRST RESPONDERS**

In addition to items C8, D1 through D7, H1, H3, and H8, support the following:

1. Current and future law enforcement expenditures relating to the opioid epidemic.
2. Educate law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.

### **J. LEADERSHIP, PLANNING AND COORDINATION**

Support efforts to provide leadership, planning, and coordination to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Community regional planning to identify goals for reducing harms related to the opioid epidemic, to identify areas and populations with the greatest needs for treatment intervention services, or to support other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A government dashboard to track key opioid-related indicators and supports as identified through collaborative community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

### **K. TRAINING**

In addition to the training referred to in various items above, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Invest in infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, or implement other

strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

## **L. RESEARCH**

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
5. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).
6. Research on expanded modalities such as prescription methadone that can expand access to MAT.



**ISLAND COUNTY PROSECUTING ATTORNEY**

**WORK SESSION AGENDA**

**MEETING DATE: 10/15/2025**

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**To: Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From: Greg Banks, Prosecuting Attorney**

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**Amount of time requested for agenda discussion. 10 minutes**

**DIVISION: Not Applicable**

**Agenda Item No.: 1**

**Subject: Contract AOC2870 regarding State v. Blake reimbursement**

**Description:** AOC2870 Interagency Agreement between Washington State Administrative Office of the Court and Island County for reimbursement for extraordinary costs of resentencing and vacating sentences as required by State v. Blake.

**Attachment: AOC2870 Blake Contract**

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

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

**IT Review:** Complete

**Budget Review:** Complete

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



**INTERAGENCY AGREEMENT  
BETWEEN  
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS  
AOC2870  
AND  
ISLAND COUNTY  
FOR  
BLAKE**

**1. PARTIES TO THE AGREEMENT**

This Interagency Agreement is made and entered into by and between the State of Washington acting by and through the Washington State Administrative Office of the Courts, hereinafter referred to as "AOC or Procuring Agency," and Island County, referred to as "Court or Agency". The AOC and the Agency may be referred to individually as a "Party" and collectively as the "Parties".

**2. PURPOSE**

The purpose of this Agreement is to reimburse extraordinary costs of resentencing and vacating sentences as required by *State v. Blake* ("*Blake*") to Court.

**THEREFORE, IT IS MUTUALLY AGREED THAT:**

**3. STATEMENT OF WORK**

The Court shall:

Submit A19s to AOC for reimbursement of extraordinary judicial, prosecutorial, clerk, court administration and/or defense-related costs of resentencing and vacating the sentences of individuals whose convictions or sentences are affected by the *Blake* decision. For Municipalities and Counties, this will include language Engrossed Substitute Senate Bill 5167, Section 114 (5 to 7) passed by the 2025 Legislature, which includes simple drug possession, to include cannabis and possession of paraphernalia.

#### 4. ACCEPTANCE

Upon Court submission of A19, AOC Program Manager will review information contained within to ensure itemized invoice reflects costs as per language stated in sections 3 and 7 of this agreement.

#### 5. PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall commence on July 1, 2025, and end on June 30, 2026, unless terminated sooner or extended, as provided herein.

#### 6. COMPENSATION

AOC will reimburse the Court a total compensation not to exceed **\$3,765.00** for payments made during the period from July 1, 2025, through June 30, 2026, related to the purpose of this agreement.

Procuring Agency may extend the term of this Contract or increase funds by mutual written amendment. Such amendment shall be on the same terms and conditions as set forth in this Contract.

#### 7. INVOICES; BILLING; PAYMENT

The Agency will submit properly prepared itemized invoices via email on an A19 form to AOC Program Manager. Invoices shall be submitted **once per month**. Incorrect or **incomplete** A19s shall be returned by AOC to the Agency for correction or reissuance. All A19s shall provide and itemize, at a minimum, the following:

- Agreement Number: AOC2870
- Agency name, address and phone number
- Description of Reimbursement:
  - Payment documents from Jurisdiction indicating the amounts expended, the recipients, and the date of expenditure;
  - A list of any case numbers associated with the services provided;
  - A breakdown of expenses by judicial, clerk/court administration, prosecutorial, and defense-related costs;
  - Any employee positions supported by Blake related funds, broken down by judicial, clerk/court administration, prosecutorial, and defense-related positions, including name of employee, title, hourly wage of the individual, time spent on *Blake*-related cases and a list of corresponding cause numbers;
  - The unique three-digit court code for the Jurisdiction the work was completed on behalf of must be provided on the A19. If a Jurisdiction contracts with another jurisdiction to provide court services, then the unique court code for the jurisdiction for which the work was completed must be provided; and,

- Data, including case numbers and aggregate data on the number and type of cases:
  - Vacated under *Blake*;
  - Resentenced under *Blake*; and
  - Being worked on under *Blake*.
- Date(s) Services were provided
- Receipt(s) if applicable
- Total Reimbursement

Payment will be considered timely if made by the AOC within thirty (30) calendar dates of receipt of a properly prepared A19. No A19 shall be submitted until after a deliverable has been accepted by the AOC Program Manager.

The AOC will not make any advanced payments or payments in anticipation of services or supplies under this Contract.

## 8. REVENUE SHARING

- a. AOC, in its sole discretion, may initiate revenue sharing. AOC will notify the Court **via unilateral amendment to the agreement** no later than May 1, 2026 that AOC intends to reallocate funding among courts in the program. If AOC determines the Court may not spend all funds available under the Agreement, then AOC may reduce the Agreement amount. If AOC determines the Court may spend more funds than available under the Agreement and for its scope, then AOC may increase the Agreement amount.
- b. If the AOC initiates revenue sharing, then the Court must submit the final revenue sharing A19 to [payables@courts.wa.gov](mailto:payables@courts.wa.gov) between July 12, 2026 and August 1, 2026.

## 9. AGREEMENT MANAGEMENT

The Program Manager and Agency Program Manager noted below shall be responsible for and shall be the contact people for all communications and billings regarding the performance of this Contract. The parties may change administrators by written notice.

AOC Program Manager	Agency Program Manager
<b>Sharon Fogo</b> PO Box 41170 Olympia, WA 98504-1170 <a href="mailto:Sharon.Fogo@courts.wa.gov">Sharon.Fogo@courts.wa.gov</a> (360) 819-7305	<b>Debra Van Pelt</b> 1 Ne 7th St Coupeville, WA 98223-3105 <a href="mailto:debravanp@islandcountywa.gov">debravanp@islandcountywa.gov</a> (306) 679-7359 ext. 6

## 10. RECORDS RETENTION & PUBLIC RECORDS

- a. Records Retention. The Agency shall maintain books, records, documents and other evidence of accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this

contract. These records shall be subject at all reasonable times to inspection, review, or audit by personnel duly authorized by the AOC, the Office of the State Auditor, and federal officials so authorized by law, rule, regulation, or contract. The agency will retain all books, records, documents, and other material relevant to this contract as required, a minimum of ten (10) years after end of period of performance (including all amendments to extend) or termination of the agreement or as otherwise specified and make them available for inspection by persons authorized under this provision. If any litigation, claim, or audit is commenced prior to the expiration of the required retention period, such period shall extend until all such litigation, claims, or audits have been resolved.

- b. Public Records. It is the policy of the Administrative Office of the Courts to facilitate access to its administrative public records. This Agreement and related records are subject to disclosure under [General Court Rule 31.1](#). For additional information, please contact the AOC [Public Records Officer](#).

## 11. GENERAL PROVISIONS

- a. Amendment or Modification. Except as set forth herein, this Agreement may not be amended or modified except in writing and signed by a duly authorized representative of each party hereto. In revenue sharing procedures AOC will issue a unilateral amendment.
- b. Assignment. The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.
- c. Authority. Each party to this Agreement, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Agreement and that its execution, delivery, and performance of this Agreement has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
- d. Captions & Headings. The captions and headings in this Agreement are for convenience only and are not intended to, and shall not be construed to, limit, enlarge, or affect the scope or intent of this Agreement nor the meaning of any provisions hereof.
- e. Conformance. If any provision of this Agreement violates any statute or rule of law of the State of Washington, it is considered modified to conform to that statute or rule of law.
- f. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Agreement at different times and places by the Parties shall not affect the validity thereof so long as all the Parties hereto execute a counterpart of this Agreement.

- g. Electronic Signatures. An electronic signature or electronic record of this Agreement or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Agreement or such other ancillary agreement for all purposes.
- h. Entire Agreement. This Agreement constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations, representations, and understandings between them. There are no representations or understandings of any kind not set forth herein.
- i. Governing Law. The validity, construction, performance, and enforcement of this Agreement shall be governed by and construed in accordance with the laws of the State of Washington, without regard to its choice of law principles that would provide for the application of the laws of another jurisdiction.
- j. Independent Capacity. The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.
- k. Jurisdiction & Venue. In the event that any action is brought to enforce any provision of this Agreement, the parties agree to exclusive jurisdiction in Thurston County Superior Court for the State of Washington and agree that in any such action venue shall lie exclusively at Olympia, Washington.
- l. Right of Inspection. The Agency shall provide right of access to its facilities to the AOC, or any of its officers, or to any other authorized agent or official of the State of Washington at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this agreement.
- m. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.
- n. Termination for Non-Availability of Funds. AOC's ability to make payments is contingent on availability of funding. In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to completion or expiration date of this Agreement, AOC, at its sole discretion, may elect to terminate the Agreement, in whole or part, for convenience or to renegotiate the Agreement subject to new funding limitations and conditions. AOC may also elect to suspend performance of the Agreement until AOC determines the funding insufficiency is resolved. AOC may exercise any of these options with no notification restrictions, although AOC will make a reasonable attempt to provide notice.



In the event of termination or suspension, AOC will reimburse eligible costs incurred by the Agency through the effective date of termination or suspension. Reimbursed costs must be agreed to by AOC and the Agency. In no event shall AOC's reimbursement exceed AOC's total responsibility under the agreement and any amendments.

- o. Suspension for Convenience. AOC may suspend this Agreement or any portion thereof for a temporary period by providing written notice to the Agency a minimum of seven (7) calendar days before the suspension date. Agency shall resume performance on the first business day following the suspension period unless another day is specified in writing by AOC prior to the expiration of the suspension period.
- p. Waiver. A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**WASHINGTON STATE ADMINISTRATIVE OFFICE  
OF THE COURTS**

**ISLAND COUNTY  
BLAKE**

*Signature*

Date \_\_\_\_\_

Signature

Date \_\_\_\_\_

## Christopher Stanley, CGFM

## Melanie Bacon

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*Name*

---

*Name*

Chief Financial and Management Officer

County Commissioner

*Title*

---

*Title*



**ISLAND COUNTY HUMAN RESOURCES/GSA**

**WORK SESSION AGENDA**

**MEETING DATE: 11/12/2025**

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**To: Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From: Catherine Reid, Director**

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**Amount of time requested for agenda discussion. 40 minutes**

**DIVISION: Administrative**

**Agenda Item No.: 1**

**Subject: Job Recruitment**

**Description:** Discussion regarding recruitment with job requisitions.

**Attachment: None**

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

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

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

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

**DIVISION: Administrative**

**Agenda Item No.: 2**

**Subject: Equitable representation on Boards and Committees**

**Description:** Discuss recommendations for including representation on Boards and Committees.

**Attachment: PowerPoint Presentation**

**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:** Complete

**P.A. Review:** Complete

# ISLAND COUNTY COMMITTEES AND BOARDS

Island County Human Resources

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Presentation November 5, 2025

# BACKGROUND AND PURPOSE

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- **Island County oversees more than 30 citizen-led committees and boards.**
- **Citizen Boards and committees provide recommendations that inform local government decisions in areas ranging from land use to health equity and housing.**
- **Purpose: understand barriers to equitable participation, identify systemic gaps in recruitment and representation and recommend strategies to build inclusive, responsive and representative civic bodies.**

# COMMITTEE DEEP DIVES

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- **Our contractor performed intensive review of Planning Commission, Community Health Advisory Board (CHAB) and Island County Housing Advisory Board (ICHAB).**
- **Review consisted of applicable bylaws, rules of procedure, resolutions, interlocal agreements and rosters of groups.**
- **Focus on structural design, public access, demographic representation, language signaling inclusive practices, vacancy patterns and appointment procedures.**

# SUMMARY OF FINDINGS

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- **Consistent issues in recruitment, representation and process clarity.**
- **Inconsistent Inclusion Practices**
- **Persistent Vacancies**
- **Unclear or Opaque Recruitment Processes**
- **Limited Public Outreach and Accessibility**
- **Lack of Demographic Reporting**

# RECOMMENDATIONS

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## Now

- **Develop a County-wide Inclusive Recruitment Policy**
- **Centralize and Standardize the Application Process**
- **Improve Visibility and Accessibility**

## Mid Term

- **Provide Onboarding and Training**
- **Adopt CHAB-like Representation Structures**

# RECOMMENDATIONS (CONT'D)

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## Long Term

- **Track and Report Committee Demographics**
- **Update ICHAB Interlocal Agreement to reflect modern standards of equity, transparency and appointment accountability**



# CONCLUSIONS

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- **Island County has made important strides in civic participation with standout models and committed volunteers and officials.**
- **Structural improvements are necessary to ensure County efforts are accessible, inclusive and sustainable into the future.**



**ISLAND COUNTY PUBLIC HEALTH**

**WORK SESSION AGENDA**

**MEETING DATE: 11/12/2025**

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**To: Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From: Shawn Morris, Director**

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**Amount of time requested for agenda discussion. 10 minutes**

**DIVISION: Dept of Natural Resources**

**Agenda Item No.: 1**

**Subject: Contract between the Island Local Integrating Organization and ESA for Mapping and GIS Analysis of Shoreline Septic Systems with Climate Risk Assessment**

**Description:** Discussion of the contract with ESA to conduct an inventory and GIS mapping of all privately-owned OSS systems in the shoreline that are expected to be impacted by sea level rise, king tides, and other inundation effects, and produce a prioritization matrix for the outreach, technical, and financial assistance to these properties. This contract is for \$68,860, and the scope of work is anticipated to be completed by March 31, 2026.

**Attachment: Executive Summary, Award Letter, Proposal, Contract Draft**

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

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular           |
| <input 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:** In process

**P.A. Review:** In process

**Contract between Island Local Integrating Organization (ILIO) and  
Environmental Science Associates (ESA) for Mapping and GIS Analysis of  
Shoreline Septic Systems with Climate Risk Assessment**

**Contract No.: TBD**

- Executive Summary -

*November 12<sup>th</sup> BOCC Work Session*

<b>Summary</b>	<p>The purpose of the Island Local Integrating Organization (ILIO) is to further ecosystem recovery across Puget Sound by implementing the Sound-wide Action Agenda; one component of this work is the development of Target Action Plans as locally led implementation plans. Over the course of several months in 2024, the ILIO Coordinator/DNR Manager, along with the Public Health Director, Lead Entity Coordinator, Environmental Health Manager, and OSS staff developed a Target Action Plan for Onsite Septic System (OSS) issues across Island County. Following this deliverable, the Environmental Protection Agency (EPA) issued one-time grant funds to the Puget Sound Partnership for equitable distribution to the various LIOs across Puget Sound, including Island County, to implement a component of their plans.</p> <p>One major element of this work was to subcontract with a qualified consultant to complete an inventory and GIS mapping of all privately-owned OSS systems in the shoreline that are expected to be impacted by sea level rise, king tides, and other inundation effects, and produce a prioritization matrix for the outreach, technical, and financial assistance to these properties. Through a successful and competitive request for proposals (RFP) process in October of 2025, one consultant, ESA, was selected to perform this work based on quality of proposal, proposal cost, and experience completing similar work in the Puget Sound region. Their proposal submittal documents and draft subcontract are included with this executive summary.</p> <p>This subcontract is for \$68,860 and the scope of work is anticipated to be completed by March 31, 2026.</p>
<b>Policy and Regulatory Context</b>	<p>The ILIO includes all of Island County, also known as Water Resources Inventory Area (WRIA) 6. The ILIO builds upon existing committees and watershed groups that are collectively responsible for actions related to the implementation of watershed focused programs and projects in Island County. Island County territory, as part of a functioning element of Puget Sound, has a long tradition of utilizing the strength of our citizens and volunteer groups to support recovery efforts. The intention of the ILIO is to build upon these existing structures and others within WRIA 6 to continue to support the work of those organizations. The ILIO coordinates process within to best identify and focus work moving forward by convening the ILIO Technical Committee and Executive Committees and ensuring coordination of efforts and resources across multiple entities working toward Puget Sound recovery. This OSS Target Action Plan pilot</p>

	funding will be used to augment our Shore Friendly program as well as fulfill needs not currently met by the OSS team within Environmental Health.
	<u>Equity Lens</u> The ILIO works to bring together entities from across WRIA 6; committee members include tribal, military, private industry, local, state, and federal government, private citizens, and representatives of other interest groups. This work will assist homeowners of all demographics; and we will work with the selected consultant to incorporate elements such as residential status, income level, and other equity considerations into the prioritization matrix and plan recommendations, as discussed with the BOCC previously.
<b>Fiscal Impact</b>	This contract is for \$68,860; this expense was already budgeted and allocated for within the grant contract with PSP; no unforeseen fiscal impact expected.
<b>Recommendation</b>	Approve subcontract with ESA to perform this work.



## Island County Public Health

*Shawn Morris ND, Director*

---

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

Ph: Whidbey 360-679-7350 | Camano 360-678-8261 | N Whidbey 360-240-5554

Email: [Publichealth@islandcountywa.gov](mailto:Publichealth@islandcountywa.gov) | [www.islandcountywa.gov](http://www.islandcountywa.gov)

October 30, 2025

Environmental Science Associates (ESA)

Atn: Rachel Gregg, Stacy Bumback

[rgregg@esaassoc.com](mailto:rgregg@esaassoc.com)

Dear Rachel,

Thank you for your high-quality project submission. Your approach, expertise, and attention to detail set your proposal apart, and we appreciate the effort put into the document.

On behalf of Island County and the Island Local Integrating Organization (ILIO), we are pleased to accept your proposal for the **Mapping and GIS Analysis of Shoreline Septic Systems with Climate Risk Assessment**. Our team looks forward to working with you on this important project. Please see the attached draft subcontract for your review, and please let us know if you have any changes.

Key details of the award include the following:

1. Contract Amount: \$68,860
2. Contract Duration: November 2025 – March 31, 2026
3. Scope of Work: Per Contract
4. Terms and Conditions: Per Contract

Our next steps involve moving the contract through our Board review process, which we will schedule as soon as possible. We hope to have the contract review process complete by mid-November and begin project immediately after. I will be your direct point of contact for this project so please respond with your acknowledgement of this acceptance letter and of course reach out with any other questions. We look forward to working with you!

Sincerely,

Jen Schmitz

Island County Division of Natural Resources Manager

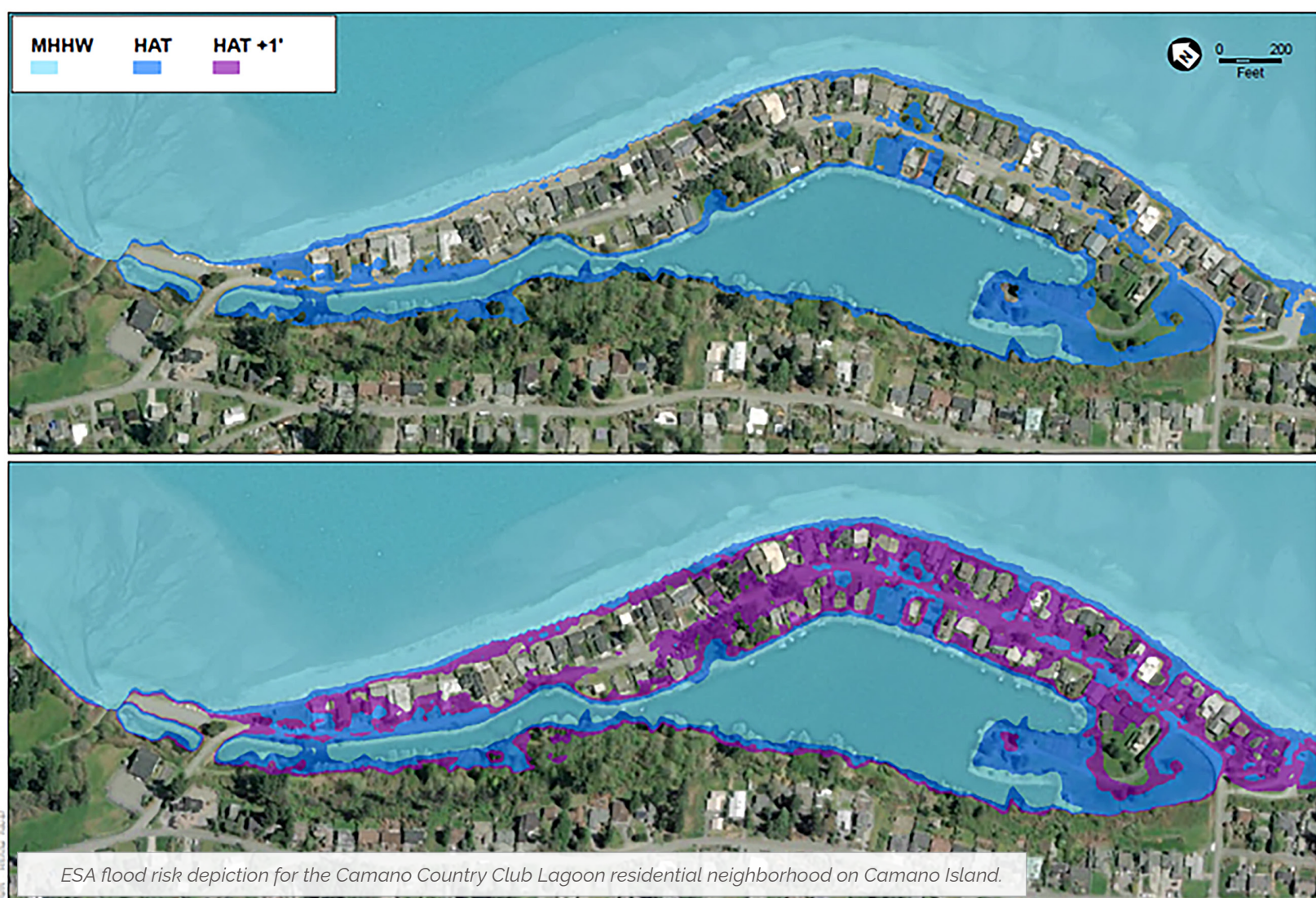
ILIO Coordinator





Island County, Washington

# Mapping and GIS Analysis of Shoreline Septic Systems with Climate Risk Assessment





2801 Alaskan Way, Suite 200  
Seattle, WA 98121  
206-789-9658 [phone](tel:2067899658)  
206-789-9684 [fax](tel:2067899684)  
[esassoc.com](http://esassoc.com)

October 17, 2025

Attention: Jen Schmitz, Natural Resources Manager  
Island County Public Health Department  
5475 Maxwellton Rd, Langley, WA 98260

## RE: OSS MAPPING AND CLIMATE RISK ASSESSMENT

Dear Jen Schmitz and Island County evaluators:

Onsite sewage systems (OSS) in Island County (County) pose considerable challenges for Puget Sound ecosystem recovery and for public health. Impacts of compromised OSS systems on sensitive coastal and marine ecosystems include nutrient loading, pathogen contamination, and chemical contamination. Public health concerns include contaminated shellfish, groundwater and surface water contamination, and polluted recreational waters. Concerns for groundwater contamination are particularly acute because over 70% of County residents use groundwater as their drinking water source.<sup>1</sup> In 1982, the U.S. Environmental Protection Agency designated both Whidbey and Camano Islands as Sole Source Aquifers (SSAs) because there are no other drinking water sources if the aquifers were to become contaminated.

The scale of the challenge is significant: among Island County's population of 86,300 (2023), approximately 72% utilize a single family or community OSS.<sup>2</sup> The challenge will grow in the coming years as the Island County Planning Commission forecasts a 19% population increase by 2045.<sup>3</sup> Climate change and sea level rise (SLR) can further compound the challenge with groundwater saturation in drain fields and more frequent flooding events. To address these challenges, Island County Public Health is currently working with the Washington State Department of Health to develop a comprehensive strategy. The Island Local Integrating Organization (ILIO), in accordance with the 2024 ILIO OSS Target Action Plan, is requesting the services specified in this RFP to identify and map OSS that are most vulnerable to SLR impacts, develop a risk prioritization matrix, and identify recommendations for addressing high-risk OSS systems.

Environmental Science Associates (ESA) is eager to lend our expertise to help ILIO address this need. Founded in California in 1969, ESA has been serving the Pacific Northwest region since 2001. ESA is known for leading community-driven projects that address environmental health, ecosystem recovery, and climate change and equity. We routinely deliver services to support decision-making and public engagement with syntheses of geospatial and scientific analyses.

ESA is a regional leader in applying the best available science and local data resources to deliver SLR vulnerability assessments. Our experience includes SLR vulnerability assessments for **the Lummi Nation, Bainbridge Island, the City of Marysville, the Port of Seattle, and Whatcom, San Juan, Jefferson, and Pierce Counties**. Our proposed project team includes experienced environmental and climate resilience planners who can effectively assess current and projected future conditions to identify areas with the greatest risk of SLR impact.

Geospatial services are also an area of focus for ESA. Our team offers a full range of geospatial services to effectively capture, inventory, analyze, visualize, and manage spatial information across a range of fields and applications. ESA excels at distilling GIS data into informative and intuitive deliverables to support information sharing and decision-

<sup>1,2</sup> <https://www.islandcountywa.gov/190/Onsite-Sewage-Septic-Systems>

<sup>3</sup> <https://www.islandcountywa.gov/DocumentCenter/View/11084/Island-County-Onsite-Wastewater-Report-2025?bidId=>

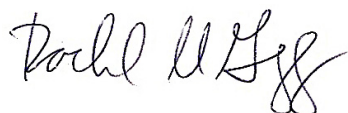
making for scientists, planners, and the general public. Our GIS analysts have developed maps with spatial overlays of climate change data for vulnerability and risk assessments centered on the impacts of sea level rise, flooding, extreme heat, and wildfire in Washington State and beyond.

The attached proposal addresses the requirements in your RFP. Should you have any questions or need additional information during the evaluation process, please do not hesitate to reach out to our proposed Project Manager Rachel Gregg. Thank you for considering the ESA team for this important project.

**Requested Statements:**

- ESA accepts the County's contract language and insurance coverage requirements as listed in Attachment A of the RFP.
- ESA confirms that we have no conflict of interest concerns that would compromise our ability to deliver this work.
- ESA confirms that we have the ability, capacity, and appropriate experience to successfully complete the work requested in this RFP. We further confirm that ESA has an outstanding reputation for our work, and the quality of our previous performance on similar projects is excellent. ESA has a proven track record of responsiveness to client time limitations and compliance with statutes and rules relating to contractual obligations and service delivery, and we commit to meeting those requirements in our work for Island County.

Sincerely,



**Rachel Gregg**  
Senior Climate Planner  
[rgregg@esassoc.com](mailto:rgregg@esassoc.com)  
206-226-9186



**Stacy Bumback**  
Northwest Regional Director  
[sbumback@esassoc.com](mailto:sbumback@esassoc.com)  
206-910-9845

**Environmental Science Associates**

Federal Tax ID #: 94-1698350  
DUNS #: 07-738-1697  
WA UBI #: 602-117-611  
D/M/WBE Certification #: na





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# Qualifications and Past Experience

# Firm Qualifications



## Firm Overview

ESA is a 100% employee-owned environmental consulting firm that partners with clients and communities to drive sustainable, resilient, and equitable solutions. ESA has been at the forefront of climate change science and adaptation planning in the Pacific Northwest and California for decades. Climate change cuts across all disciplines at ESA from water resources management, habitat restoration, and environmental permitting to land use planning, cultural resources, and beyond. Due to the integrated approach we use with climate change, our team has earned a trusted reputation as a firm that helps clients model and assess risks and vulnerabilities, identify and prioritize climate adaptation solutions for implementation, and evaluate on-the-ground outcomes. With an array of technical specialties, ESA is large enough to offer a full range of technical services and small enough to provide the kind of personal attention and local knowledge from the project managers and senior staff that clients deserve. Our full-service team includes experts who understand critical shoreline management issues (e.g., water quality, ecology, and climate change) and bring that understanding to our assessment, planning, facilitation, and outreach processes. The breadth of services and depth of staff expertise allow us to provide comprehensive and scientifically sound reports and responsive client services while meeting project budget and schedule requirements. Our staff have experience conducting climate risk and vulnerability assessments and translating those results into actionable strategies to better equip managers to make decisions in a changing climate.

## GIS Analysis

ESA has leveraged our GIS expertise to help clients visualize, analyze, and manage geospatial data across a wide range of environmental projects and programs. We have supported the development of spatial datasets at the local, regional, and state levels, and we have provided technical support for analysis and performance tracking in our work with agencies across the Pacific Northwest region. ESA helps clients through the process of field data collection, representation, relationships, and GIS architecture to enable long-term storage and retrieval of spatial data. ESA's Geospatial Services team routinely works with all the leading GIS technology systems and can deliver geodatabase design for desktop and web-accessible applications, as well as interactive web-based mapping applications using Esri ArcGIS Server, ArcGIS Online, Mapbox, and other open-source technologies. We have five geospatial analysts in our Seattle office, and we have the ability to draw additional resources from other offices as needed.

ESA recognizes the utility and importance of spatial data to support decision making. We work with our clients to identify the questions that a spatial analysis needs to answer, and to design methodologies that will answer those questions based on available data. We help our clients interpret and summarize the results, develop accessible presentations and communications materials, and facilitate conversations with partners to draw conclusions, identify gaps, and determine what next steps should be taken. We routinely provide geospatial services for projects related to sea level rise and climate change vulnerability assessments. For example, we

developed a series of maps in support of the Jefferson County Sea Level Rise Study to identify communities and assets exposed to variable sea level rise rates and coastal erosion, which they plan to use for Shoreline Master Plan and Critical Areas Ordinance updates.

ESA's geospatial services team has extensive experience working in the Puget Sound region. Since 2021 ESA has been serving as the coordinator team for the Puget Sound Ecosystem Monitoring Program (PSEMP) Spatial Data Work Group (SDWG). We are intimately familiar with the most up-to-date sources of land use, land cover, topographic, regulatory floodplain, and channel migration zone mapping data for Puget Sound as well as numerous local jurisdictions and watersheds. We have performed many landscape-scale analyses in the Puget Sound region that have required assessment and integration of multiple data layers to characterize system and reach-level components, maps of their geographic extent, and development of trend information regarding their condition over time.

## Sea Level Rise & Climate Risk Assessments

ESA is a recognized leader in risk and vulnerability assessments across a range of climate change-related hazards such as Sea Level Rise (SLR), coastal erosion, flooding, and extreme storms. We have led SLR vulnerability and risk assessments to evaluate threats posed to habitats and species, buildings, water and wastewater infrastructure, and community health and well-being for entities throughout Washington. ESA has particularly deep experience applying the best available science and local data resources for SLR Vulnerability Assessments in the Puget Sound.

ESA routinely leads projects to help communities better understand risks and vulnerabilities; develop resilience strategies to enable sound coastal planning and policies in light of these impacts; and design resilient shoreline projects. We understand that successful adaptation planning is an ongoing process that requires implementation, monitoring, and reevaluation. We have helped numerous cities and counties develop planning-level thresholds or triggers for when decisions on adaptation should be considered to reduce or avoid future risks.

**ESA has completed or is currently working on Sea Level Rise Vulnerability Assessments and/or Adaptation Planning for the following clients in Puget Sound:**

- |                             |                        |
|-----------------------------|------------------------|
| → Jefferson County          | → City of Tacoma       |
| → Whatcom County            | → Lummi Nation         |
| → San Juan County           | → Tulalip Tribes       |
| → Pierce County             | → Nisqually Land Trust |
| → City of Bainbridge Island | → Port of Seattle      |

## Ability to Meet Project Schedule and Stay Within Budget

ESA has a strong reputation for providing efficient and responsive project management. This includes developing work plans and schedules, managing budgets and timelines, and coordinating with and communicating progress to clients and their partners. We use a suite of project management tools to develop scopes of work and monthly workload allocations, track budgets, and share and store files. For example, we use a project management dashboard that allows us to readily access details to understand the overall health of project budgets and schedules. Our billing process includes monthly invoices and progress reports. Each project is also assigned a dedicated, experienced Project Accountant who is responsible for billing and reporting. We build in regular check-in meetings with ESA's project manager and the client's project manager to review project schedule and budget. We identify any barriers to schedule as they arise for us or the client and suggest pathways to stay on track. Typical issues include client or partner capacity to conduct reviews so we provide file sharing and submit drafts for early or modular review as is possible. Finally, gathering technical data and files can often take time so we offer file sharing tools to facilitate ease of access to spatial data. Our team already has access to standard spatial datasets that we use across Washington. We will work closely with the County's GIS team to gain access to other files and understand requirements for metadata and file structure for the deliverables.

# Examples of Previous Work

Over the last 30 years, ESA has been a leading provider of environmental services in the State of Washington for GIS analysis, sea level rise assessments, and climate change resilience planning. The following table shows a partial list of jurisdictions ESA has served with the services requested in this RFP. Detailed project descriptions can be found on pages 9–13.

Project	Location	GIS Mapping & Analysis	Sea Level Rise Risk Assessment and Prioritization	Resilience Strategies
Tulalip Tribes Coastal Adaptation Project	Tulalip, WA	•	•	•
Pierce County Marine Shorelines Inventory	Pierce County, WA	•		
Swinomish Tribal Shoreline and Sensitive Areas Project	Swinomish Reservation, WA	•		•
Camano Country Club Lagoon Restoration Feasibility Study	Camano Island, WA	•	•	•
Jefferson County Sea Level Rise Study	Jefferson County, WA	•	•	•
Whatcom County Compound Sea Level Rise and Flooding Assessment and Plan	Whatcom County, WA	•	•	•
Bainbridge Island Sea Level Rise Vulnerability Assessment	Bainbridge Island, WA	•	•	
San Juan County Sea Level Rise Vulnerability Assessment	San Juan County, WA	•	•	
Port of Seattle Sea Level Rise Resiliency Project	Seattle, WA	•	•	•
City of Tacoma Climate Adaptation Study & Sea Level Rise Matrix	Tacoma, WA		•	•
City of Marysville Flood Risk Reduction Project	Marysville, WA	•	•	•
Big and Little Quilcene Rivers Comprehensive Flood Hazard Management Plan	Port Townsend, WA		•	•
Snohomish and Stillaguamish Rivers Flood Hazard and Climate Change Vulnerability Assessment	Snohomish County, WA	•	•	

# Past Project Descriptions

## Tulalip Tribes Coastal Adaptation Project

*Client:* Tulalip Tribes

*Dates:* August 2022 - June 2023

ESA collaborated with staff from the Tulalip Tribes to explore potential adaptation strategies to help prepare for, respond to, and recover from the impacts of sea level rise and coastal erosion on coastal infrastructure, housing, septic systems, and treaty-protected resources. ESA completed a project for the Tulalip Tribes to evaluate the likely impacts of sea level rise and increased coastal storms on septic system malfunction and/or failures and habitat degradation and loss. Our team of engineers and planners evaluated the degree of exposure at which septic systems in densely populated shoreline neighborhoods on the Reservation are likely to continue to be functional under varying levels of projected sea level rise. Using the best available sea level rise and coastal storm projections, we evaluated and ranked six coastal neighborhoods based on current and projected

future risk. We conducted research on coastal flooding of septic systems and drain fields, evaluated the consequences of septic failure on environmental and public health, and identified and evaluated potential alternative treatment options (e.g., individual and community) and adaptation options ranging from nature-based solutions to managed relocation and retreat. ESA developed a detailed evaluation of effectiveness, feasibility, benefits, limitations, and other financial, social, and legal implications along with illustrative case study examples from Washington and beyond. This included identifying near-, medium-, and long-term adaptation options for low, moderate, and high risk areas along with a communications strategy for future community engagement. An example technical memo developed for this project is available in Appendix A (note: this content can also be found within the larger project report available on the Tulalip Tribes' website [here](#)).

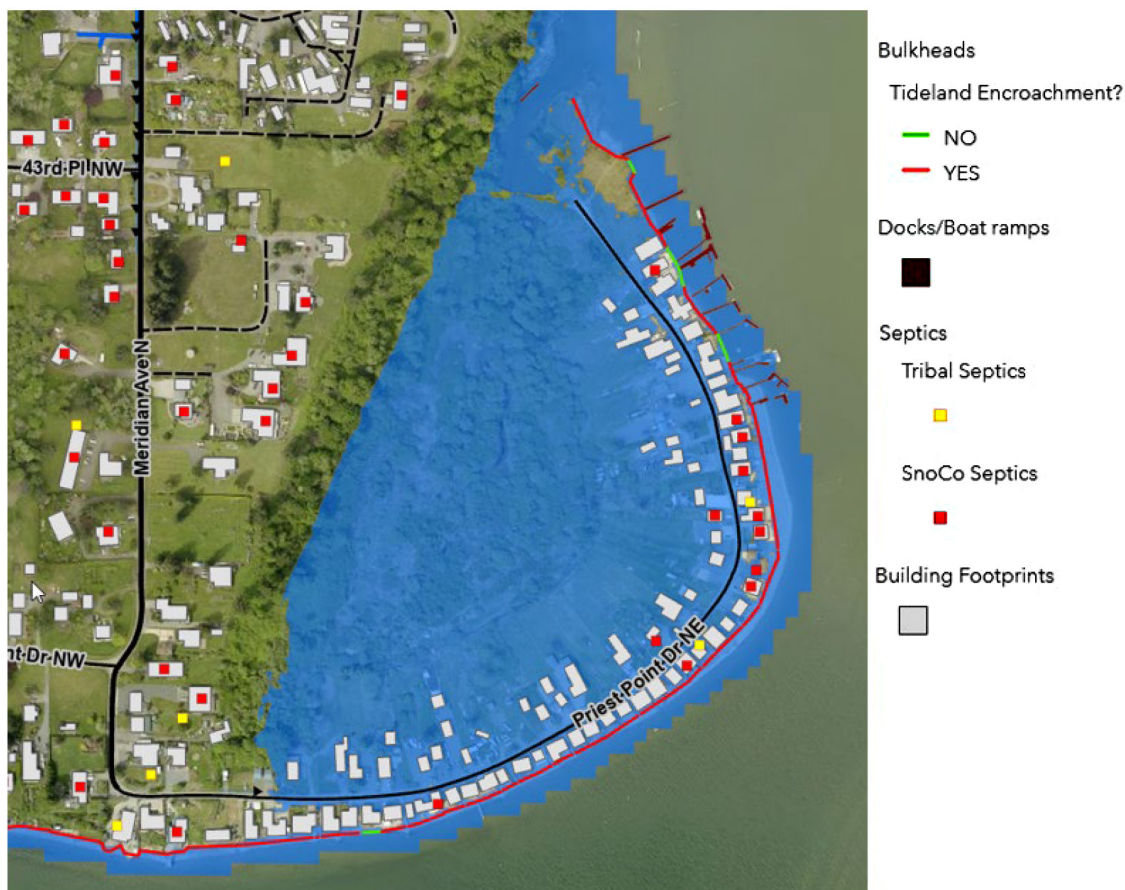


Fig. 1. GIS mapping of septic system locations and flood risk areas for Tulalip Tribes.



## Pierce County Marine Shorelines Inventory

*Client:* Pierce County, WA

*Dates:* June 2023 – July 2024



ESA supported Pierce County's Long Range Planning and Surface Water Management Divisions with a desktop inventory of Pierce County's marine shorelines. The inventory was focused on identifying and documenting overwater structures (OWS), including piers and docks, and stormwater outfall structures (OFS), including public and private marine discharge points, in unincorporated Pierce County. The information acquired as part of this inventory is intended to help the County update and implement their Shoreline Master Program, stormwater management program, and salmon recovery efforts. ESA compiled data from the County's permit database, Ecology shoreline photos, prior shoreline inventories, and data from key state partners (Ecology, Fish and Wildlife, Health) and the Puget Sound Partnership. ESA used high-resolution aerial imagery and LiDAR derivatives such as slope to aid in manual identification of features, including stormwater and septic outfalls. This included identifying private or unpermitted sources of polluted water flowing into marine nearshore areas or streams within 50 feet of the shoreline.

## Swinomish Tribal Shoreline and Sensitive Areas Project

*Client:* Swinomish Indian Tribal Community

*Dates:* June 2024 – September 2025



As a sovereign nation, the Swinomish Indian Tribal Community (SITC) establishes and enforces measures to protect sensitive aquatic and terrestrial resources, preserve cultural and commercial harvest practices, and permit development that may affect its shorelines and critical areas. The Swinomish Reservation's location makes it highly susceptible to the impacts of sea level rise, erosion, and storm surge. Climate change is expected to have far-reaching impacts on Swinomish's land and citizens, particularly its treaty-protected resources, along with community health and well-being. ESA collaborated with the Tribe to identify and synthesize critical baseline research to support the meaningful integration of climate change and other important updates to the Shoreline and Sensitive Areas Code and draft Aquifer and Groundwater Protection Code. Through site visits, conversations with Tribal planners, and extensive literature and benchmarking reviews, ESA provided the Tribe with the best available science on sensitive areas of concern and specific recommendations to strengthen code language, including septic systems, wells, and hard and soft armoring projects. ESA also supported engagement activities including a workshop series for community members and Swinomish citizens.

## Jefferson County Sea Level Rise Study

Client: Jefferson County, WA

Dates: July 2022 – June 2023

ESA led the development of Jefferson County's Sea Level Rise Study to identify areas that are most vulnerable to sea level rise, address potential risks, and identify strategies that may be applicable for addressing these risks. This was a first-of-its-kind assessment on the effects of sea level rise on Jefferson County's shorelines. ESA used existing models and other available scientific information as well as community input to evaluate areas along the shoreline where community assets and infrastructure, such as septic systems, sewer systems, stormwater facilities, wells, and buildings, are most at risk.

ESA also worked with the County to integrate community and stakeholder input into the assessment through an online survey and community engagement workshops, and to identify adaptation strategies that could alleviate the most damaging effects of sea level rise. Final products are being used by the County Department of Community Development to identify sea level rise impacts on current and long-term planning efforts such as shoreline permits, Shoreline Master Program amendments, and Critical Areas Ordinance updates. The final report is available [here](#).

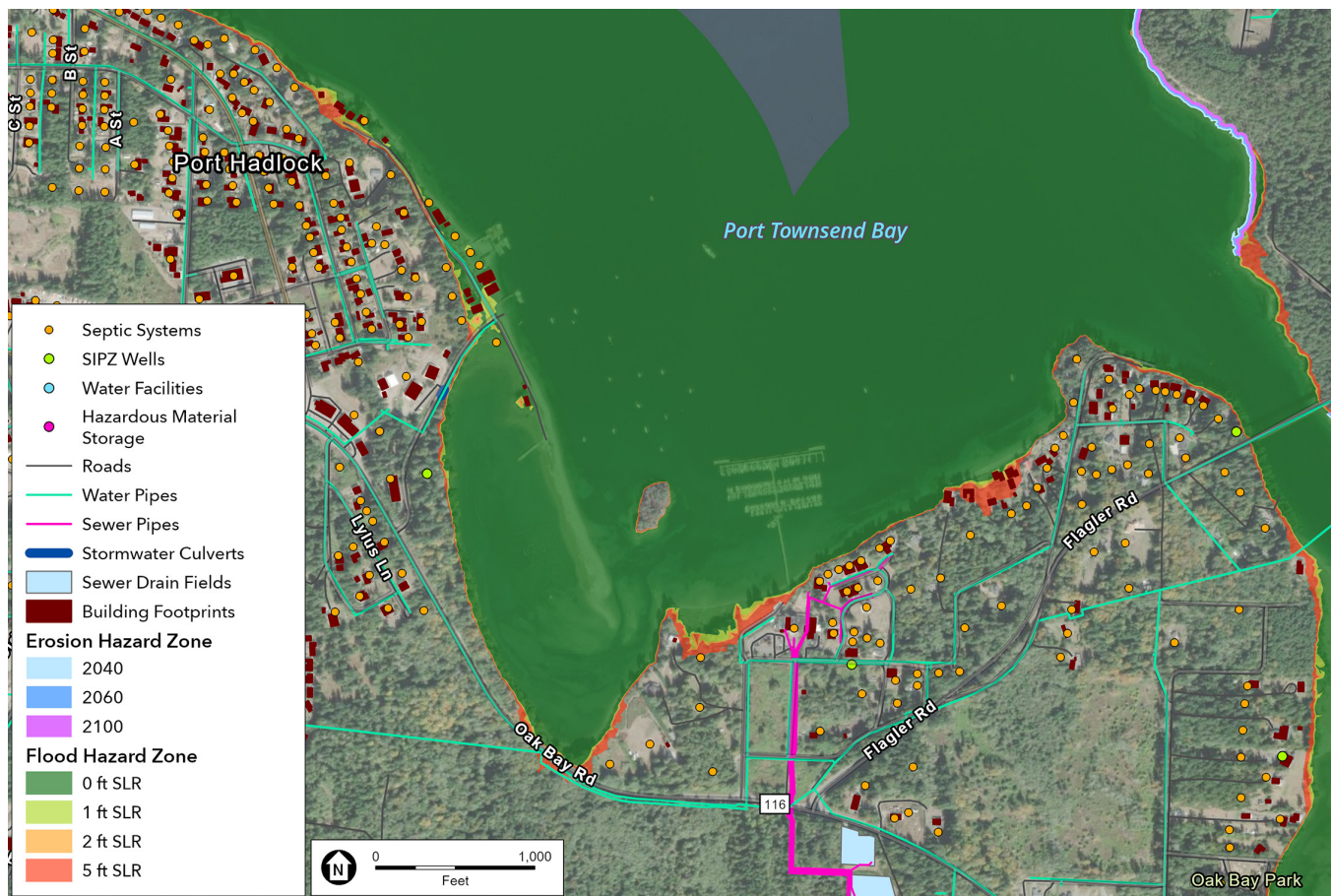


Fig. 2. GIS mapping of septic system locations and other infrastructure overlaid with erosion and flood hazard zones.



## Bainbridge Island Sea Level Rise Vulnerability and Risk Assessment

*Client:* City of Bainbridge Island

*Dates:* September 2023 – August 2024



ESA worked with the City of Bainbridge Island to develop a Vulnerability and Risk Assessment to identify the risk that sea level rise poses to city infrastructure, including the Bainbridge Island Wastewater Treatment Plant. The project involved a desktop review of available data and existing City-owned assets, followed by survey data collection at seven City-identified sites. ESA helped the City choose a combination of six sea level rise scenarios, spanning several planning horizons and assuming different levels of sea level rise. The scenarios were used to develop a wave model to produce both tidal inundation extents and storm flooding extents. The modeling results were used to determine the sensitivity and adaptive capacity of identified assets, allowing the City to proactively plan for sea level rise. ESA also developed an interactive [online Story Map](#) to communicate the results of the sea level rise mapping analysis to the public.

## Lummi Nation Sea Level Rise Vulnerability Assessment and Coastal Resilience Plan

*Client:* Lummi Indian Business Council

*Dates:* March 2022 – June 2025

ESA collaborated with the Lummi Nation to conduct a vulnerability assessment of the risks posed by sea level rise, coastal storms, and coastal erosion to its shorelines. Sea level rise projections from the University of Washington Climate Impacts Group and the National Oceanic and Atmospheric Administration were used as the basis of the vulnerability assessment. These projections informed the flood and erosion hazard mapping, which include four primary hazards: regular tidal inundation (king tides), coastal storm events, coastal erosion, and riverine floods. Each hazard was mapped under different sea level rise scenarios to predict future exposure and guide adaptation planning. Hazard maps were overlaid on a database of assets to identify the timing and type of hazard exposure for a variety of infrastructure and key assets. The reservation was divided into geographic areas with similar characteristics to identify vulnerabilities and target adaptation strategies.



## Camano Country Club Lagoon Restoration Feasibility Study

*Client:* Snohomish Conservation District

*Dates:* April 2022 – August 2023

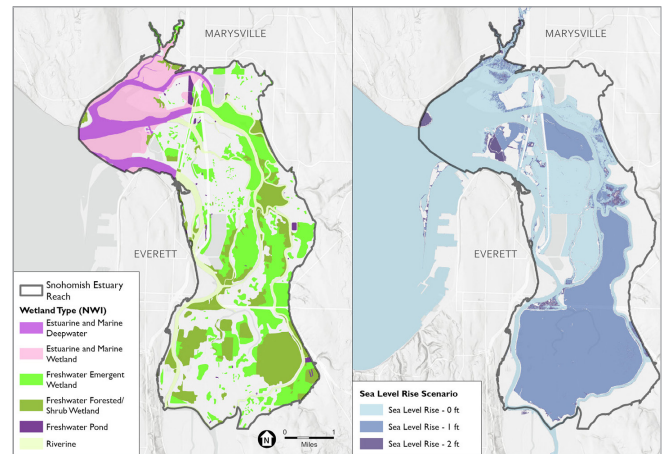


Degraded water quality conditions in the Camano Country Club Lagoon have persisted for nearly 50 years due to algae blooms, stormwater runoff, and septic contamination. In addition, water flow between the Lagoon and Port Susan Bay is limited by an undersized culvert and broken tide gates. Attempts to improve water quality have proven to be harmful to wildlife, ineffective, or cost prohibitive to the community. Areas surrounding the Lagoon, including the creek and beach, are also home to juvenile Chinook salmon, otters, blue herons, and more. This project explored potential restoration options to improve water quality, facilitate sediment movement, enhance habitat, and improve the recreational quality of the area.

## Snohomish and Stillaguamish Rivers Flood Hazard and Climate Change Vulnerability Assessment

*Client:* Snohomish County - Surface Water Management

*Dates:* March 2022 - September 2023



ESA conducted a flood hazard and climate change vulnerability assessment for the Snohomish and Stillaguamish rivers. The assessment used HAZUS Flood Loss Estimation modeling, GIS analysis, literature review, and interviews to identify risks and vulnerabilities to infrastructure (e.g., wastewater systems [including septic], roads, highways, bridges, residential and commercial buildings), public health and safety, floodplain habitats (e.g., estuarine, riverine, coastal), agriculture, and underrepresented and overburdened communities. ESA determined vulnerability ratings and developed additional qualitative information and context to describe asset vulnerabilities. The assessment results will inform future planning efforts, including integrated floodplain management planning, Snohomish County Comprehensive Plan updates, and the potential development of a Comprehensive Flood Hazard Management Plan. ESA collaborated with a teaming partner on a complementary effort to develop a Diversity, Equity, and Inclusion Outreach Strategy to identify communities most at-risk from flood hazards and key messages and engagement strategies to conduct intentional outreach to these communities. ESA designed informational fact sheets for distribution online and at in-person events. The final report is available [here](#).

# References

Contact	Contact Information	Project
<b>Aaron Jones, MPA</b> Natural and Cultural Resources Director	Tulalip Tribes 360-913-1420 <a href="mailto:aaronjones@tulaliptribes-nsn.gov">aaronjones@tulaliptribes-nsn.gov</a>	<a href="#">Tulalip Tribes Coastal Adaptation Project</a>
<b>Tom Kantz, PhD</b> Watershed Services Supervisor	Pierce County Surface Water Management 253-798-4625 <a href="mailto:tom.kantz@piercescountywa.gov">tom.kantz@piercescountywa.gov</a>	<a href="#">Pierce County Marine Shorelines Inventory</a>
<b>Donna Frostholt</b> Associate Planner	Jefferson County Department of Community Development 360-579-4466 <a href="mailto:frostholt@co.jefferson.wa.us">frostholt@co.jefferson.wa.us</a>	<a href="#">Jefferson County Sea Level Rise Study</a>
<b>Allison Work</b> Climate Projects Specialist	Swinomish Indian Tribal Community, Department of Environmental Protection 360-770-0292 <a href="mailto:awork@swinomish.nsn.us">awork@swinomish.nsn.us</a>	<a href="#">Swinomish Tribal Shoreline and Sensitive Areas Project</a>

# Organizational Chart

The ESA team will be led by Rachel Gregg as Project Manager and primary point-of-contact. Rachel has extensive experience in climate change adaptation. She is a trained facilitator, using methods such as consensus building, scenario planning, vulnerability assessments, and adaptation planning to engage diverse groups on climate science and opportunities to develop, implement, and evaluate climate adaptation approaches, strategies, and plans.





# Staff Qualifications

Staff Name & Role	Bio	Areas of Expertise
<a href="#">Rachel Gregg</a> , Project Manager and Climate Resilience Planner	Rachel is a seasoned Project Manager with 18 years of experience in climate change adaptation and resilience, conservation science, and natural resources management and policy. Her experience includes collaborating with federal, Tribal, state, and local decision-makers and communities on climate adaptation approaches that yield effective, feasible, and equitable outcomes.	<ul style="list-style-type: none"> <li>• Climate change science and resilience</li> <li>• Sea level rise risk assessments</li> <li>• Coastal ecology and management</li> </ul>
<a href="#">Susan O'Neil</a> , Project Director and Conservation Planner	Susan is a conservation planner with over 20 years of experience in collaborative planning and adaptive management for natural resources, including open space protection, species recovery, and ecosystem restoration.	<ul style="list-style-type: none"> <li>• Salmon recovery planning</li> <li>• Conservation planning</li> <li>• Public and private funding strategies</li> </ul>
<a href="#">Lindsey Sheehan, PE</a> , Strategic Advisor	Lindsey has 15 years of experience in sea level rise planning and the restoration of coastal and estuarine ecosystems. Her areas of expertise include numerical modeling, GIS analysis, field data collection, and hydrologic, geomorphic, and water and sediment quality technical analyses in support of shoreline and tidal wetland restoration projects and coastal processes assessments.	<ul style="list-style-type: none"> <li>• Sea level rise science</li> <li>• Coastal hazards modeling</li> <li>• Coastal engineering</li> </ul>
<a href="#">Colin Struthers</a> , GIS Lead	Colin is a geospatial services manager with 12 years of experience leveraging geospatial technologies to drive complex spatial analysis, derive remote sensing insights, and implementing big data management strategies. Colin serves as ESA's Pacific Northwest Region GIS Manager.	<ul style="list-style-type: none"> <li>• Methods design</li> <li>• GIS analysis</li> <li>• GIS QA/QC</li> </ul>
<a href="#">Lamai Larsen</a> , GIS Analyst	Lamai is a GIS analyst with 5 years of experience providing technical GIS support and cartographic deliverables for a range of disciplines. Her experience includes working with climate, land use, and socioeconomic datasets to create spatially explicit maps of risk, vulnerability, and resilience.	<ul style="list-style-type: none"> <li>• GIS analysis</li> <li>• Sea level rise and asset risk mapping</li> <li>• Web and static map cartography</li> </ul>
<a href="#">Alice Nguyen</a> , Hydrologist	Alice has 2 years of experience at ESA including developing flood hazard maps, modeling wetland habitat evolution, performing spatial analyses in ArcGIS Pro, and contributing to technical reports, and field data collection.	<ul style="list-style-type: none"> <li>• Sea level rise analysis</li> <li>• Coastal engineering support</li> <li>• Water quality sampling and analysis</li> </ul>
<a href="#">Ryan Swanson</a> , Environmental Scientist	Ryan is an interdisciplinary environmental scientist with 8 years of experience in marine and environmental science and policy, climate change adaptation and mitigation, stakeholder engagement, and permitting support.	<ul style="list-style-type: none"> <li>• Shoreline planning and permitting</li> <li>• Coastal ecology and management</li> </ul>

# Approach

# Tasks and Deliverables

## Task 1. Project Management

This task involves coordinating all aspects of the project internally and externally. ESA's Project Manager, Rachel Gregg, will coordinate with the ILIO's Project Manager to hold regularly scheduled check-ins during the estimated 5-month performance period. These meetings will serve to review progress and confirm adherence to the project scope, budget, and timeline. We assume that these meetings will be virtual. This task will also include ESA's management of efforts related to the scope of work, schedule, budget, and invoicing, as well as general team management. This task assumes a kickoff call with up to three ESA team members to meet and discuss the project scope and schedule. This initial kickoff will establish a shared understanding of project goals and clarify roles, responsibilities, and decision-making processes for the project. A key outcome from the kickoff meeting will include an agreed upon schedule for the delivery of inputs from the County, touch points and decision points for ILIO feedback on ESA draft deliverables, and final delivery of products.

ESA's project management approach uses a variety of standard and customized software to plan, track, and implement each aspect of the project from our customized Vantagepoint tool for tracking level of effort against budget and developing detailed invoices. Communication with our clients is the key to successful projects.

Our recommended payment schedule is to submit monthly invoices and progress reports to the ILIO.

### DELIVERABLES:

- Kickoff meeting (up to 2 hours; assuming virtual) and project schedule
- Project check-ins with Island County (assuming bi-weekly calls)
- Monthly invoices and progress reports

## Task 2. GIS Analysis and Mapping

In coordination with the ILIO, ESA will first identify a set of 2-3 sea level rise scenarios that provide a scientific basis for the mapping and risk assessment. The scenarios will be selected using the framework described in [How to Choose: A Primer for Selecting Sea Level Rise Projections for Washington State](#). For this study, we would recommend using sea level rise projections based on a high greenhouse gas emissions (GHG) scenario (Representative Concentration Pathway [RCP 8.5] by mid- to late-century). Washington's sea level rise projections are associated with a range of probabilities, ranging from "extreme low" (0.1%) to "high" (>83%) and correspond to the likelihood that a given amount of sea level rise will be exceeded. For example, the "extreme low" probabilistic projections correspond to a 0.1% chance of exceedance (i.e., 99.9% of models predict a lower amount of sea level rise), while the 99% projections are very likely to be exceeded. For this study, we would likely recommend using projections within the 1–17% probability.

ESA will then work with the ILIO to identify and obtain appropriate County datasets on privately-owned shoreline OSS systems within unincorporated Island County. We will first identify areas of documented (and likely) OSS in the shoreline by reviewing GIS data to identify presence of systems. For this step, it will be assumed that parcels without sewer service have septic systems. We will then overlay sea level rise projections with documented (and likely) OSS and topography to identify neighborhoods most at risk of inundation, saltwater intrusion, coastal erosion, and likely septic failure. This may include integrating data from shorelines areas experiencing pollution exceedances (e.g., Water Quality Atlas).

## DELIVERABLES

- GIS methods, data layers, and maps of privately-owned shoreline OSS in unincorporated Island County overlaid with current and projected future sea level rise risk zones

### Gooseberry Point

#### KEY VULNERABILITIES




















Lummi View Drive is at risk of regular flooding with 0.8 ft of SLR (2040-2060), especially between just north of Velma Road and Lena Road. The Whatcom Chief Ferry access road, Lummi Bay Market at Fisherman's Cove, and the Fish Buying Station are also at risk of flooding during king tides with 0.8 ft of SLR. With 3.3 ft of SLR (2080-2100), parts of Lummi View Dr, Ruth Rd, and Finkbonner Rd will be undrivable (>1 ft of flooding) during king tides. This will result in disruptions to emergency services as well as transportation links to local businesses, residences, and infrastructure. By the end of the century, many of the buildings along the coast are also at risk of failure due to erosion, including the Lummi Commercial Company and the Teen Parent Child Development Center.

An estimated 208 buildings are at risk of flooding during the 20-year storm with 0.8 ft of SLR (2040-2060). An additional 11 buildings would be at risk of flooding during the 20-year storm with 3.3 ft of SLR (2080-2100). An estimated 53-114 buildings are at risk of failure due to erosion by the end of the century.

Natural resources, such as kelp and eelgrass beds and beaches, are largely tolerant of fluctuating water levels, but those that have been heavily degraded or modified may be less likely to cope with higher water levels. While some habitats can shift inland or upland with SLR, there are several locations in Gooseberry Point where they would be constrained by development.

#### LIST OF ASSETS

(TOTAL COUNT OF ASSETS IN MAP FRAME)

 Lummi Commercial Company (1)	 Water Hydrant (58)
 Whatcom Chief Ferry (1)	 Manhole (98)
 Fire station (1)	 PSE Pole (147)
 Lummi Bay Market at Fisherman's Cove (1)	 Pump Station (2)
 Little Bear Creek Assisted Living (1)	 Pedestal (95)
 Teen Parent Child Development Center (1)	 Tower (1)
 Fish Buying Station (1)	 Boat Storage (1)
 Road (6.75 mi)	 Building (565)
 Transmission (3.27 mi)	
 Sewer Line (6.05 mi)	
 Water Line (7.09 mi)	

Source(s): USGS 2021; Maxar 2022; Lummi Nation var. years

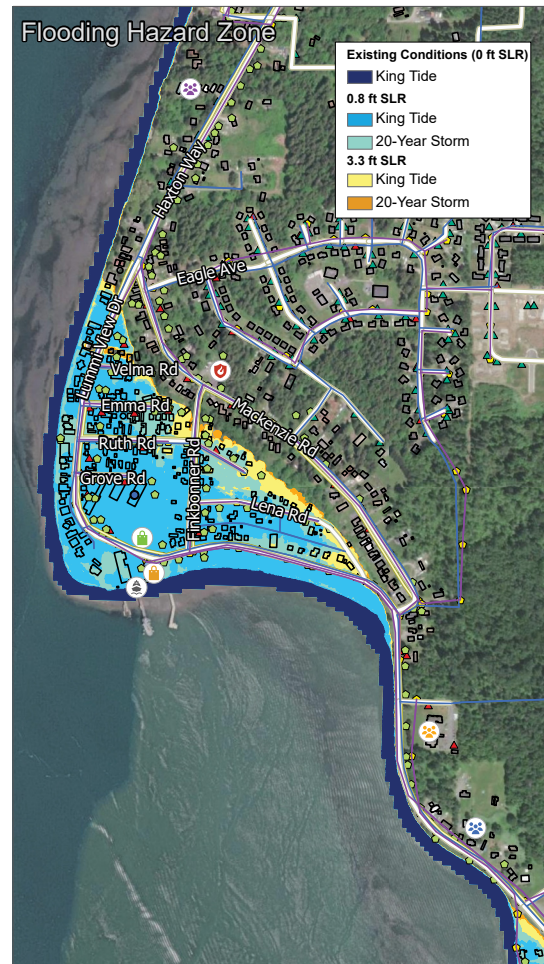


Fig. 3. Example GIS map showing infrastructure assets overlaid with flood risk vulnerability assessments.

## Task 3. Risk Prioritization Matrix

Using the results of Task 2, ESA will characterize risk for the parcels within neighborhoods likely to be compromised by the different sea level rise scenarios. We will characterize risk by evaluating the likelihood of sea level rise occurring (e.g., rare to almost certain) along with its likely consequence on resources (e.g., negligible to catastrophic) in current and projected future conditions (Figure 4). This step will help determine which shoreline neighborhoods may face extreme risks and require immediate attention (e.g., high likelihood, high consequence) versus those that may face lower risk for the time being (e.g., low likelihood, low consequence). The neighborhoods served by septic systems will be ranked in order of risk relative to one another for the purposes of planning prioritization. Risk rankings will also be associated with confidence rankings (e.g., from Low to High confidence) to account for areas of uncertainty or knowledge gaps. ESA will develop a prioritization matrix of neighborhoods with associated risk ratings and approximate timing of exposure to help the ILIO target outreach, education, technical assistance, and/or mini-grant funding to reach homeowners of OSS systems most at risk.



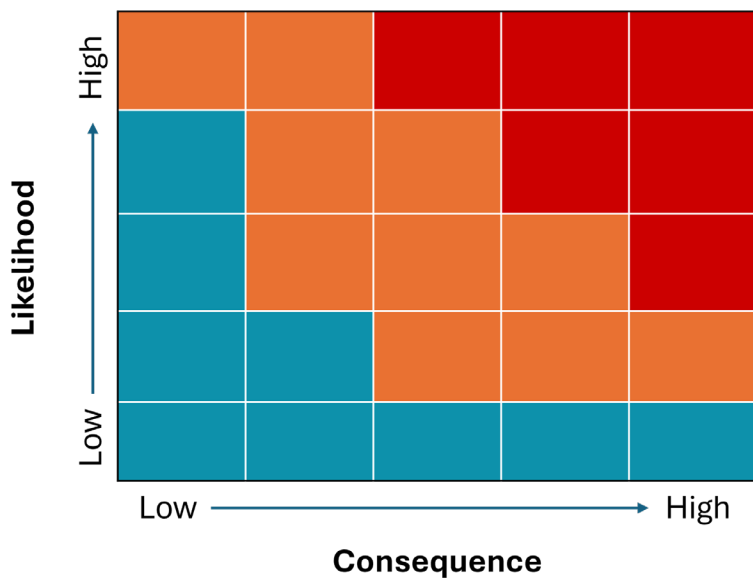


Fig. 4. Risk Calculator Matrix

ESA will then develop a comprehensive list of affected parcels within neighborhoods likely to experience sea level rise by a specific rise in sea level or timeframe (e.g., 2050, 2100, 2100+). We will develop an anonymized version of this list that excludes private homeowner information (e.g., name, specific address) that can be used for outreach and distribution.

## DELIVERABLES

- ➔ Prioritization matrix of shoreline neighborhoods with OSS systems at risk from sea level rise
- ➔ List of parcels within neighborhoods at risk from sea level rise

## Task 4. Resiliency Approach and Report

ESA will prepare a concise report summarizing:

- ➔ Methods, data sources, and assumptions for Tasks 2 and 3
- ➔ Results of vulnerability mapping and prioritization
- ➔ Limitations and data gaps

ESA staff will summarize alternative, scalable solutions and emergent technology to provide wastewater services, including how proposed solutions are protective of public and environmental health. This list of options will be generated using ESA an existing menu of adaptation wastewater alternatives developed for prior projects, a review of case studies and best practices, and related reports such as the recent [Island County Onsite Wastewater Report](#). These options will be categorized by their costs, benefits, and limitations. In addition, we will providing overarching recommendations related to homeowner outreach and education and shoreline policies. Wherever possible, all recommended options will be linked to case study examples from other coastal communities to identify relevant best practices and lessons learned. The report will be reviewed by an ESA technical editor for consistency of baseline information, formatting, and terminology before being submitted to the ILIO.

## DELIVERABLES

- ➔ Brief report summarizing methods, assumptions, limitations, data gaps, results of the vulnerability mapping and prioritization, and resilience recommendations

# Timeline

Task	Month				
	1	2	3	4	5
<b>Task 1. Project Management and Coordination</b>					
Kickoff meeting	●				
Project check-ins					
Monthly invoicing and progress reports					
<b>Task 2. GIS Analysis and Mapping</b>					
Identify 2-3 SLR scenarios for analysis					
Identify and map privately-owned shoreline OSS in unincorporated County					
Overlay OSS with SLR inundation zones					
<b>Deliverable:</b> GIS data layers and maps of privately-owned shoreline OSS in unincorporated Island County overlaid with current and projected future sea level rise risk zones			●		
<b>Task 3. Risk Prioritization Matrix</b>					
Characterize risk for parcels likely to be compromised by SLR and by when					
Develop a comprehensive list of vulnerable parcels					
<b>Deliverable:</b> Prioritization matrix of shoreline neighborhoods with OSS systems at risk from sea level rise				●	
<b>Deliverable:</b> List of parcels within neighborhoods at risk from sea level rise				●	
<b>Task 4. Resiliency Approach and Report</b>					
Draft the brief report, including identifying recommended strategies and case studies					
<b>Deliverable:</b> Report summarizing methods, process, and recommendations					●

Deliverable ●

# Budget Proposal

# Cost Table

The following assumes a 5 month project starting in 2025 with current staffing and rates to meet to stated goals and schedule of the project.

		Susan O'Neil PD	Rachel Gregg PM/Climate Resilience Planner	L. Sheehan SLR Advisor	C. Struthers GIS Lead	L. Larsen GIS Analyst	R. Swanson Environmental Scientist	A. Nyugen Hydrologist	H. Dolin Editor	S. Forsman Project Accountant	ESA Labor Total by Hours/Cost	
Task #	Task Name/Description	\$248	\$243	\$276	\$219	\$175	\$175	\$179	\$146	\$162		
1.1	Project kickoff		2		2	2					6.	\$1,274
1.2	Project check-ins (every 2 weeks)		6		4	4					14	\$3,034
1.3	Invoicing and reporting	2	2						4		8.	\$1,566
1	Task 1. Project Management	2	10	0	6	6	0	0	4	0	28	\$5,874
2.1	Identify 2-3 SLR scenarios for analysis		2	2		2					6	\$1,388
2.2	Identify and map privately-owned shoreline OSS in unincorporated County		2		14	80					96	\$17,552
2.3	Overlay OSS with SLR inundation zones				14	72					86	\$15,666
2	Task 2. GIS Analysis & Mapping	0	4	2	28	154	0	0	0	0	188	\$34,606
3.1	Characterize risk for parcels likely to be compromised by SLR and by when		8	2				12			22	\$4,644
3.2	Prioritization matrix to target neighborhoods		16	2				16			34	\$7,304
3	Task 3. Risk Prioritization Matrix	0	24	4	0	0	0	28	0	0	56	\$11,948
4.1	Strategy and case study identification		8	4			32				44.	\$8,648
4.2	Brief report / memo	4	8				24			4	40.	\$7,784
4	Task 4. Resiliency Approach and Report	4	16	4	0	0	56	0	0	4	84	\$16,432
Total Hours		6	54	10	34	160	56	28	4	4	356	
Total Labor at Bill Rate		\$1,488	\$13,122	\$2,760	\$7,446	\$28,000	\$9,800	\$5,012	\$584	\$648		\$68,860
PROJECT TOTAL COST												\$68,860

PROPOSED PAYMENT SCHEDULE: ESA's recommended payment schedule is to submit monthly invoices and progress reports to the ILIO.

# Appendix A

## Example Technical Report



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Suite 200  
Seattle, WA 98121  
206.789.9658 [phone](#)  
206.789.9684 [fax](#)

[esassoc.com](http://esassoc.com)

# memorandum

date June 30, 2023

to Val Streeter, Phil North, and Aaron Jones, Tulalip Tribes

cc

from Hannah Snow, PE, Rachel M. Gregg, and Emily Heim, Environmental Science Associates

subject Final Memo: Septic System Evaluation

## Introduction

Sea level rise and coastal storm inundation is likely to flood onsite septic systems, increasing the risk of their failure and exacerbating existing pollution problems. High fecal coliform and *E. coli* levels have been detected in neighborhoods along the Tulalip Reservation coast that rely on septic systems for sewage treatment, which presents a health issue for humans and fish and wildlife species. For example, the Tulalip Tribes estimate that coastal septic system discharge is one of the main limiting factors to safe shellfish harvest along the coast. Septic system oversight (permitting and management) has gaps with uncertainty about specific locations of septic systems and their condition.

The 16-mile long shoreline of the Tulalip Reservation is under mixed jurisdiction by the Tribe and Snohomish County for land-use, enforcement, and sewage treatment. Non-tribal fee landowners go to Snohomish County for land development and septic permits. Tribal members, other Natives and Lessees go to Tulalip Tribes for development and septic permits. Indian Health Service (IHS) will install septic systems for qualified tribal members. This situation creates regulatory gaps, which have been evident in the evaluation of septic systems, particularly along the shorelines. There are several densely populated shoreline neighborhoods (e.g., Sunny Shores, Tulare, Spee-Bi-Dah, Tulalip Shores, and Priest Point), where small parcels are owned by nontribal people and these houses are served by onsite septic systems. A review of available County documents regarding on-site septic systems in these shoreline communities showed that very little information is available on sewage treatment in these neighborhoods.

ESA conducted an evaluation of six coastal neighborhoods to determine the relative vulnerability of their septic systems to sea level rise and coastal storm inundation. The summary concludes with a discussion of potential individual and community-based options for management and treatment options in a changing climate.

## Evaluation Methods

ESA reviewed modeling outputs from the Coastal Storm Modeling System (CoSMoS) developed by the United States Geological Survey (USGS) for the Tulalip Tribes. The CoSMoS model simulates coastal inundation caused by extreme high tidal water levels under various sea level rise (SLR) scenarios. The model outputs cover the mainland shoreline from the Snohomish River Estuary north to the Stillaguamish River Estuary. ESA's review of the CoSMoS data focused on five densely populated shoreline neighborhoods identified by the Tulalip Tribes project team that are served by onsite septic systems: Sunny Shores, Tulare Beach, Spee-Bi-Dah, Tulalip Shores, and Priest Point. ESA reviewed and interpreted the CoSMoS data and how the flooding outputs relate to septic system vulnerability, as well as general coastal hazard vulnerability in the identified neighborhoods. No additional modeling, mapping, or calculations were performed. Rather, ESA assessed relative coastal hazards based on simulated inundation, neighborhood topography, shoreline assets, and neighborhood demographics. For this assessment, it is assumed that parcels without sewer service have septic systems.

The University of Washington Climate Impacts Group (UW CIG) developed local projections for SLR along Washington's shorelines, including the effect of vertical land movement (Miller et al. 2018). Along the Tulalip coast, UW CIG estimates there is a 50% likelihood that at least 0.2 m (0.7 ft) of SLR will occur by 2050, and that there is a 50% likelihood that 0.67 m (2.2 ft) of rise will occur by 2100. These estimates assume a high greenhouse gas emissions scenario (RCP 8.5). There is a low probability (1% chance) that SLR will reach much higher levels of up to 0.45 m (1.5 ft) by 2050 and 1.5 m (5 ft) by 2100. Higher rates of SLR are theoretically possible as well. Under a low emissions scenario (RCP 4.5), the 50% likelihood estimates at 2050 and 2100 are 0.2 m (0.7 ft) and 0.5 m (1.7 ft), respectively.

For the purposes of this study, the 10% likelihood estimates was considered when assessing future conditions. The Washington Coastal Resilience Network recommends using the 0.1% to 17% likelihood estimates when evaluating hazards to residential properties. The 10% likelihood estimate was chosen for this project as it is within in the middle of the 0.1 to 17% range:

- 0.33 m (1.1 ft) of SLR by 2050
- 1 m (3.3 ft) of SLR by 2100

For consistency with the CoSMoS mapping, the 0.25 m (0.82 ft) and the 1 m (3.3 ft) scenarios were selected to represent 2050 and 2100, respectively.

## Impacts on On-Site Sewage Systems

A primary assumption for this evaluation is that inundation from coastal storms will cause negative impacts to shoreline septic systems and drainfields, collectively known as on-site sewage systems (OSS) (Hoghooghi et al. 2021; Miami-Dade County 2018; Mihaly 2018). These flood events may leach saltwater into the system that will upset the chemical properties and biological communities that are essential to treating sewage (Cooper et al. 2016; Habel et al. 2020; Vorhees et al. 2022). Infrequent saltwater contact can corrode pipes and other metallic components inside septic tanks. Inundation is also likely to spread untreated pathogens from drainfields and tanks into the nearshore. Older septic systems may have fractures in pipe and tank components that make the system more vulnerable to chemical/biological damage from saltwater leaching and more likely to release pathogens.

For systems located closest to the shoreline, there is increased risk of physical damage to tanks, appurtenances, and drainfields (Hoghooghi et al. 2021; Mihaly 2018). Direct wave action can physically erode drainfields and/or affect soil composition within the drainfields that can exacerbate future erosion. Waves can launch debris such as driftwood and gravel that can damage inspection pipes, access points, and other aboveground septic appurtenances. Access covers and lids may be washed away by waves and inundation, further subjecting the tank to chemical and biological damage. Older systems are likely to be more vulnerable to physical damage.

As inundation becomes more frequent and inundation depths increase with SLR, the expected impact to septic systems increases. While septic systems and drainfields may be able to withstand infrequent flooding associated with rare and extreme storm events such as the 100-year coastal flood, as flooding increases, the physical, chemical, and biological stress on these systems increases. The degree of exposure at which an individual septic system can no longer reliably function is highly variable (e.g., will a system continue to be functional if it floods once every 5 years? Once a year?; Galbraith et al. 2007; Hoghooghi et al. 2021; Mihaly 2018). However, by the time that a septic system is inundated multiple times per year (e.g., during king tides), it is highly likely that it will no longer effectively function.

Furthermore, as sea levels rise, the brackish coastal groundwater also rises (Miller et al. 2018; Mihaly 2018). In low-lying neighborhoods within the coastal floodplain, depth to groundwater can be very shallow. Minor increases in groundwater levels can dramatically affect the physical, chemical, and biological functioning of septic tanks and drainfields (Cooper et al. 2016). The effect of rising groundwater may be more harmful to septic systems than periodic overland inundation. However, groundwater modeling with SLR is complex and requires extensive data collection. For the purposes of this analysis, neighborhoods with low-lying topography were simply assumed to have an increased risk from elevated groundwater levels.

## Neighborhood Evaluations

The six neighborhoods served by septic systems were ranked in order of risk relative to one another for the purposes of planning prioritization. Rankings considered existing risk, future risk with 0.25 m and 1 m of SLR, groundwater levels, and the type and quantity of nearshore infrastructure. Table 1 presents the rankings focused on septic system risk.

**TABLE 1**  
**COASTAL HAZARD RANKING BY NEIGHBORHOODS SERVED BY SEPTIC SYSTEMS**

Neighborhood	Est. Number of Residences <sup>1</sup>	Est. Number of Septic Systems	Existing Conditions Coastal Hazard <sup>2</sup>	Mid- to Late-Century Coastal Hazard	Coastal Hazard Ranking
Priest Point	47	14 documented, 47 assumed	High	Extreme	1
Tulare Beach	54	37 documented, 54 assumed	Medium	High to Extreme	2
Tulalip Shores	23	6 documented, 23 assumed	Medium	High	3
Tulalip Bay/Mission Beach	300	N/A	Low to Medium	High	4
Sunny Shores	18	9 documented, 18 assumed	Low	Medium to High	5
Spee-Bi-Dah	20	7 documented, 20 assumed	Low	Low	6

<sup>1</sup> A complete parcel inventory was not conducted. Multiple parcels may be owned by the same property owner, which impacts the total count, particularly for Priest Point.



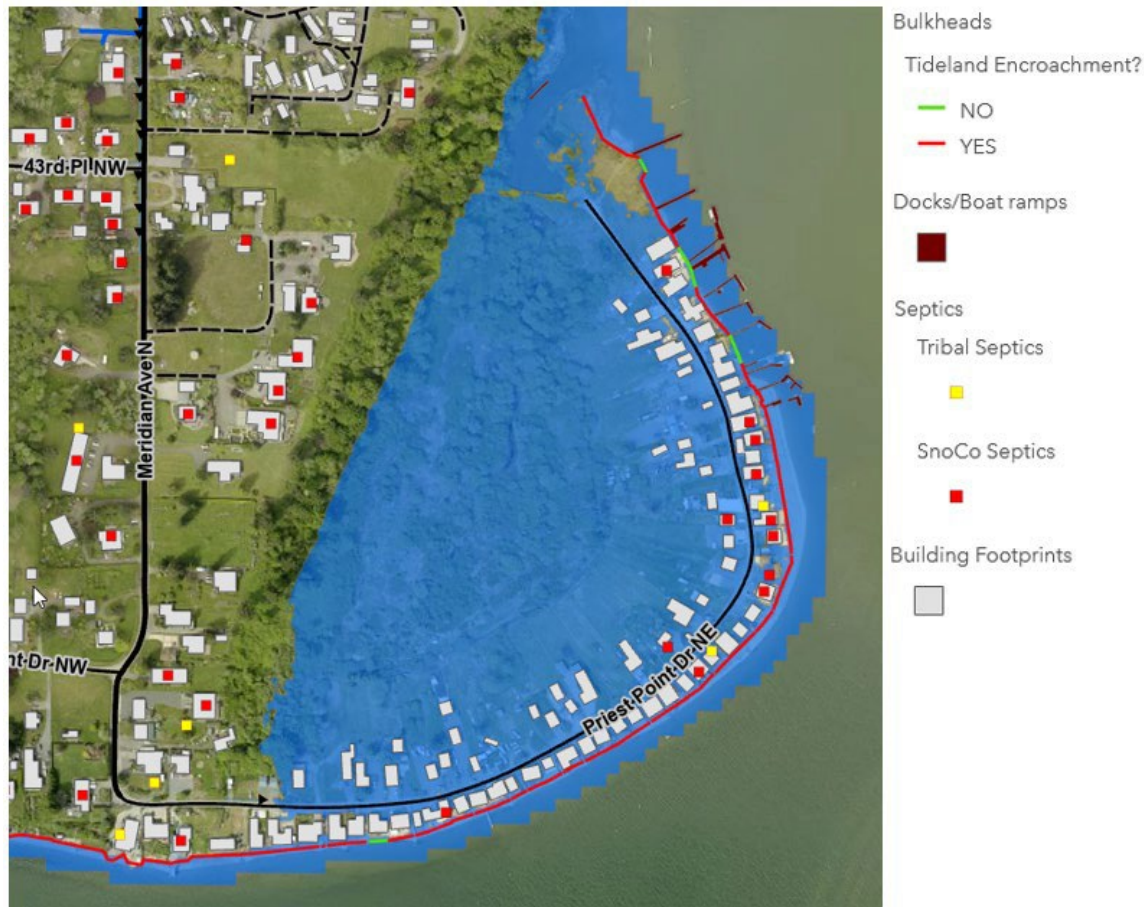
<sup>2</sup> Hazards were evaluated on a relative basis in comparison to other neighborhoods rather than against an absolute metric.

## Priest Point

The Priest Point neighborhood is located on a low sandy spit enclosing a tidal wetland. The shoreline is heavily developed with numerous houses on small parcels. Priest Point Dr NE provides access to approximately 47 residences along the shore and 25 interior parcels (a number of these parcels are owned by the landowner on the shoreline side). There are 14 documented septic systems, although at least 47 are assumed to exist. All of the shoreline along Priest Point is mapped as having a bulkhead or seawall. As sea levels rise, the beach in front of the bulkhead is likely to erode, which may lead to eventual undermining of the wall. Yards and septic drainfields may be physically eroded if the wall fails.

Priest Point Dr NE is also at high risk of flooding under existing conditions. This road provides sole access to and egress from the neighborhood and is essential for emergency access and evacuation. A tide gate located at the northeast entrance to the tidal wetland is intended to prevent water from entering the wetland at high tides. This tide gate is not owned or operated by the Tulalip Tribes (Ben Lubbers, Tulalip Tribes Planning Department, personal communication). The tide gate and associated dike are reported to occasionally overtop with extreme storms and high water levels, allowing floodwaters into the site interior. The dike and/or gate may experience complete failure under extreme storms and higher sea levels. While it is likely that the CoSMoS model does not simulate the effect of the tide gate on water levels in the wetland, it can be assumed that the gate will not have a significant effect in blocking floodwaters in the future.

This neighborhood is already at elevated risk of coastal flooding under existing conditions. Most of the septic drainfields begin to flood during king tides, and under a 5-year return period event, most parcels are inundated (Figure 1). With 0.25 m of sea level rise, normal tidal inundation begins to affect several septic drainfields on the seaward side of Priest Point Dr NE and most drainfields on the interior side. The entire neighborhood is inundated during king tides with 0.25 m of sea level rise. With 0.25 m of sea level rise, this neighborhood is elevated to the extreme risk category, which may occur as soon as 2050. The neighborhood likely has an extremely high groundwater table, especially considering the presence of the tidal wetland on the interior of the neighborhood. These groundwater elevations will increase with sea level rise.



**Figure 1**  
 Priest Point 5-Year Storm Inundation with 0m of SLR (Existing Conditions)  
 Flood extents shown in blue

## Tulare Beach

Tulare Beach is a low-lying community of approximately 54 residences backed by a hillside and relatively unstable bluff. Thirty-seven (37) septic systems are mapped in the neighborhood, but 54 are assumed to exist. A portion of the shoreline in this neighborhood is mapped as having a bulkhead or seawall. As sea levels rise, the beach in front of the bulkhead is likely to erode, which may lead to eventual undermining of the wall. Yards and drainfields may be physically eroded if the wall fails. Portions of the shore without armoring are likely to experience shoreline retreat with sea level rise.

Tulare Way is at risk of inundation under existing conditions. This road provides sole access to and egress from the community and is essential for emergency access and evacuation. Flooding first occurs along Tulare Way and nearby lawns and drainfields. Under existing conditions, flooding begins to impact drainfields beginning at a 5-year return period storm. During a 100-year storm under existing conditions, nearly the entire community is flooded, and impacts to septic systems would be expected community-wide (Figure 2). Flooding worsens as sea levels increase. With 0.25 m of sea level rise, the interior drainfields along Tulare Way are flooded during a king tide, and there is major flooding of nearly all parcels at a 5-year event. By 1 m of sea level rise, nearly the entire community is inundated at each king tide. In addition to flooding risk, this community is at high risk of rising groundwater levels with sea level rise. Because most of the homes are located on the low-lying coastal terrace, groundwater levels are likely high and may already be negatively impacting septic drainfield function. This problem will be exacerbated in the future.



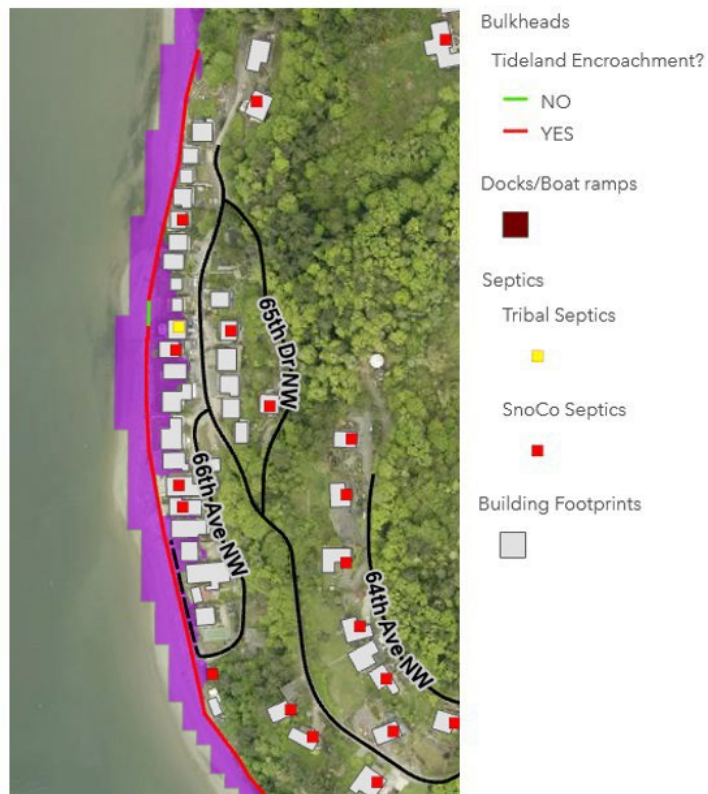
**Figure 2**  
Tulare Beach 100-Year Storm Inundation with 0m of SLR (Existing Conditions)  
Flood extents shown in purple

## Tulalip Shores

Tulalip Shores consists of 23 houses at the base of a hillside on Port Susan Bay. There are 6 documented septic systems in the neighborhood, although 23 are assumed to exist. All of the shoreline along Tulalip Shores is mapped as having a bulkhead or seawall. As sea levels rise, the beach in front of the bulkhead is likely to erode, which may lead to eventual undermining of the wall. Yards and drainfields may be physically eroded if the wall fails. Although not subject to flooding until higher sea level rise scenarios, 66th Ave NW is also at risk in the

future, and provides sole access to and egress from the homes in Tulalip Shores and is essential for emergency access and evacuation.

Under existing conditions (no sea level rise), CoSMoS data indicates that flooding of drainfields and residences begins at a 20-year return period storm (Figure 3). Approximately half of the parcels in the neighborhood would be affected under this event. With 0.25 m of sea level rise, a number of drainfields would be inundated as frequently as a 5-year return period event, with the majority being affected by a 20-year event. With 1 m of sea level rise, flooding becomes significantly more problematic with most drainfields and residences being inundated multiple times per year at a king tide. Given that many parcels are inundated during a major event under existing conditions, and that by the end of the century, much of the neighborhood could be inundated on an annual basis, this neighborhood is at high risk. Because the neighborhood is low in elevation, there is also a high risk of rising groundwater levels with sea level rise. The neighborhood is low in elevation on a coastal terrace, and thus groundwater levels are likely high and may already be negatively impacting septic drainfield function. This problem will be exacerbated in the future.



**Figure 3**  
Tulalip Shores 100-Year Storm Inundation with 0m of SLR (Existing Conditions)  
Flood extents shown in purple

## Tulalip Bay

The Tulalip Bay neighborhood (inclusive of Hermosa Point and Mission Beach) consists of ~300 homes that are supported by septic or conventional sewer systems. This neighborhood includes a number of important pieces of shoreline infrastructure including, but not limited to, marine docks and piers, buried sewer and water lines, sewage pumps, stormwater and sewer outfalls, bulkheads and seawalls, roads and bridges, the Tulalip Marina, education and recreation facilities, and Tribal buildings. A portion of the shoreline in this neighborhood is mapped as having a bulkhead or seawall. As sea levels rise, the beach in front of the bulkhead is likely to erode, which may lead to eventual undermining of the wall. Unarmored shoreline will likely experience inland migration as sea levels rise. The area has already experienced erosion, particularly in the Hermosa Point community, which is situated on an unstable bluff. The leases signed with BIA in Hermosa Point include statements that the area is hazardous and leasees are responsible for any damage (Tulalip Tribes Planning Department, personal communication). In the Tulalip Bay neighborhood, the Tulalip Tribes Board of Directors have decided to cancel or allow leases to expire, particularly in areas where there have been requests for the repair or replacement of hard armoring structures (Tulalip Tribes Planning department, personal communication).

Under existing conditions, a small number of residences (<5) are at risk of inundation during the 100-year return period storm. Marine structures (e.g., marina, docks, boat ramps) may be damaged and/or inaccessible during significant storms under existing conditions. Stormwater and sewer outfalls may also be temporarily ineffective during major storms and could experience localized erosion. With 0.25 m of sea level rise, there is minor increase in overland flooding, although the number of affected residential parcels under a 100-year storm remains relatively low (around 8 residences). Portions of Tulalip Bay Drive and Hermosa Beach Rd NW will experience overtopping under this event. Along Totem Beach Loop Rd and Mission Beach Rd, the gravity sewer system could experience infiltration and inflow of floodwater and groundwater into the line. At least one sewer lift station off of Totem Beach Loop Rd could be affected during the 100-year event.

With 1 m of sea level rise, around 10 residential parcels will be affected by flooding during king tides. Portions of Tulalip Bay Drive and Hermosa Beach Rd NW will experience overtopping under this event. Two sewer lift stations will be inundated at the king tide, along with a portion of the gravity sewer system along Totem Beach Loop Rd and Mission Beach Rd, which could experience infiltration and inflow of floodwater and groundwater into the line. Regular groundwater or surface water inundation of the sewer lines can cause substantial strain on the sewer system. Flooding of the sewer lift stations are of particular concern and a more detailed analysis of those facilities should be conducted. At the 100-year return period event with 1 m of sea level rise, approximately 20 private residences will experience some level of flooding (Figure 4). Four sewer lift stations will be flooded, along with portions of Tulalip Bay Drive and Hermosa Beach Rd NW.

Given the extensive buried water and sewer network in the neighborhood, a more detailed evaluation of groundwater risk with sea level rise should be completed for this area of the reservation. Small levels of groundwater rise could significantly increase infiltration into sewer pipes and may increase wear on water pipes.

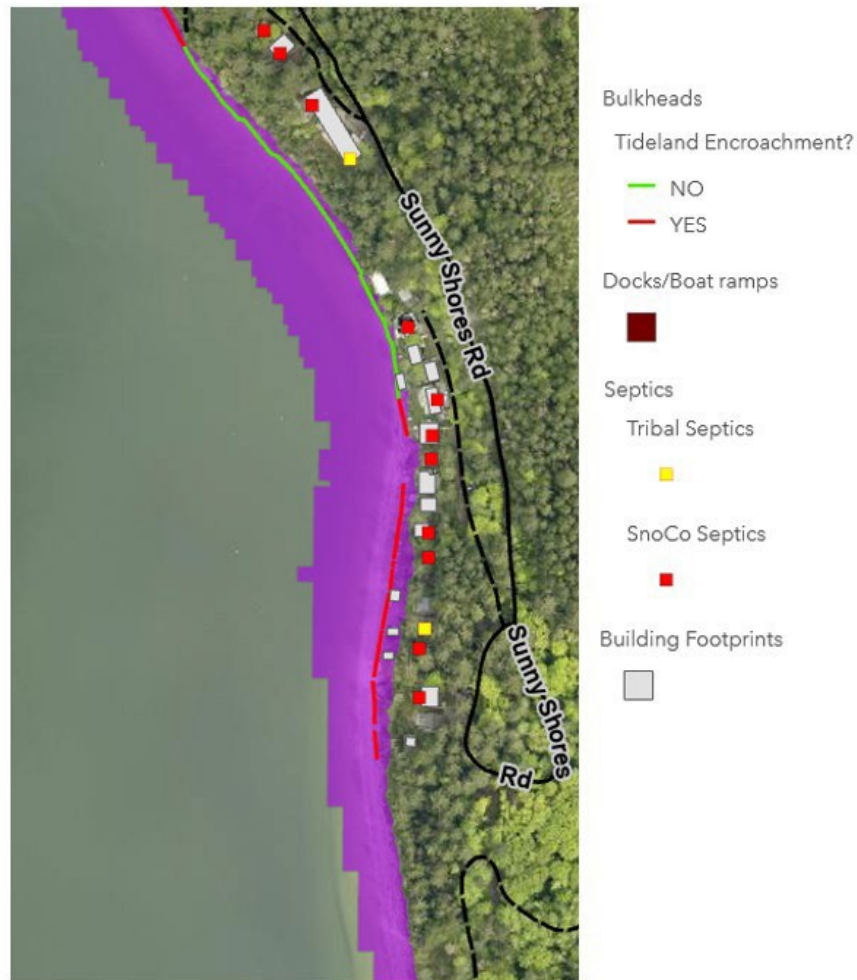


# Sunny Shores

9

Under existing conditions, no direct inundation of septic systems is predicted even under extreme storm events. With 0.25 m of sea level rise, potential impacts to septic drainfields may occur at a 10-year return period storm, with likely impacts to most parcels occurring at a 100-year event. With 1 m of sea level rise, most septic drainfields will be impacted at a king tide event, multiple times per year.

Relative to other neighborhoods, this community has buildings that are somewhat set back from the shoreline and are located at somewhat higher elevations. There may be slightly reduced risk from groundwater-based problems for septic fields in this community. Overall, Sunny Shores is at low risk under existing conditions and medium risk with 0.25 m of sea level rise. However, with 1 m of sea level rise, the risk increases significantly such that most parcels are affected on king tides (Figure 5).



**Figure 5**  
Sunny Shores 100-Year Storm Inundation with 1m of SLR  
Flood extents shown in purple

## Spee-Bi-Dah

The Spee-Bi-Dah neighborhood is located within a sloping valley fronted by a 1,300 linear feet beach. Approximately 20 residences occupy the valley near the beach, with a number of homes located further up the bluffs to the north and south. Most of the homes on the valley floor are set back from the shoreline, with only 6 residences located within 100 feet of the shore. Seven (7) septic systems are documented within the valley, however 20 are assumed to exist. Most of the shoreline at Spee-Bi-Dah is mapped as having a bulkhead or seawall. As sea levels rise, the beach in front of the bulkhead is likely to erode, which may lead to eventual undermining of the wall. Several buildings south of the valley are located on a steep bluff, which is armored with a bulkhead wall. As sea levels rise, the bulkhead may become undermined and fail. Buildings upslope of the wall may be subject to increased rates of coastal bluff erosion and/or landslides.

Under existing conditions, no residences or septic drainfields are at risk of flooding even under extreme storm events (i.e. no flooding is projected for the 100-year storm). With 0.25 m of sea level rise up to 1 m of sea level rise, no substantial increase in flooding is predicted under all simulated storm events. Minor inundation on 1-3 parcels occurs at the 100-year storm event with 2 m of sea level rise. The 100-year storm inundation with 1 m of sea level rise is shown in Figure 6.



The CoSMoS data shows that a portion of Park Way NW is also at risk under existing conditions under a 50-year or larger storm. However, this road is a beach access loop and does not service any residences or other critical assets along the shoreline. Because most of the residences and septic systems are located up and away from the shoreline, the risk of septic systems to elevated groundwater levels is relatively low. Overall, septic systems in this community are at low risk under existing and future conditions.



**Figure 6**  
Spee-Bi-Dah 100-Year Storm Inundation with 1m of SLR  
Flood extents shown in purple

## Management and Treatment Options

Once OSS are exposed to any type of flooding, it is highly likely that they will experience reduced capacity or failure. Water quality sampling indicates that these systems are already being overwhelmed by heavy rainfall events and septic discharge is entering the nearshore and marine waters of the Tulalip coast. Sea level rise and coastal storm inundation will exacerbate these issues. Table 2 presents various options, ranging from different types of OSS to non-traditional alternatives, along with benefits, limitations, inspection requirements, and price estimates.

**TABLE 2**  
**OVERVIEW OF STANDARD SEPTIC SYSTEMS AND NON-TRADITIONAL ALTERNATIVES**

System Name	Description	Benefits	Limitations	Recommended Inspection Frequency	Price Range <sup>1</sup>
<b>Septic Systems</b>					
Standard Gravity System	Consists of a septic tank with two compartments, distribution box and gravity distribution drainfield.	One of the least expensive options. Longer time frame in between inspections.	Slope/gravity required for operation. Lifespan (30-40 years) dependent on regular maintenance and careful use.	Every 3 years	\$5,000–\$7,000
Pressure Distribution System	Similar to standard gravity systems. Consists of a septic tank and a pumping tank.	Protects drainfield from being overused by time dosing, appropriate for areas with difficult topography.	Annual inspection required. Power for alarm system and operation required.	Annually	\$7,000–\$10,000
Sand Filter System	Consists of a septic tank, pumping tank, and sand filter for additional filtration of effluent.	Typically used where higher level of effluent treatment is needed to protect wells, surface water, or shallow ground waters. Work best in areas with high water table.	Annual inspection required. Requires additional space for the sand filter. Power for alarm system and pressure is required.	Annually	\$6,000–\$20,000
Above Ground/Mound System	Consists of a septic tank, pumping tank, and mound located above ground level (often planted with grass).	Suitable for climates that receive high rainfall and areas with shallow soils. Planted mounds help absorb and filter nutrients.	Annual inspection required. Sand mound needs advance planning and maintenance. Power for alarm system and pressure is required.	Annually	\$10,000–\$20,000
Subsurface Drip System	Consists of a septic tank, pumping tank, and pressurized drip lines below the surface of the ground.	Used for shallow soils and takes up a smaller surface area than other systems.	Power for alarm system and pressure is required. Frequent maintenance required.	Every 6 months	\$4,000–\$25,000
Glendon Biofilter System® www.glendon.com	Consists of a septic tank, pump tank, control panel, BioFilter and Surrounding Soil, and reserve area. Treats effluent by	Used in instances of high water table or shallow soil areas. Mound can be landscaped with a normal soil load after it	Can only be installed and maintained by persons licensed by Glendon BioFilter Technologies. Inspections every 6 months.	Every 6 months	\$12,000–\$18,000

System Name	Description	Benefits	Limitations	Recommended Inspection Frequency	Price Range <sup>1</sup>
	with biofilter and cap sand.	has compacted and solidified. Can be used in small spaces.			
Aerobic Treatment Unit System (ATU)	Uses pumped oxygen to speed up the normal treatment process. May consist of trash trap, ATU, UV disinfection unit, pump tank, and drainfield. For example, Delta WhiteWater.	More efficient at treating effluent as specifically designed to reduce nutrient loading. Suitable for small lots or parcels with high water table.	Requires power and vent for ATU. Inspections every 6 months. Typically requires more frequent maintenance than traditional systems.	Every six months	\$13,000–\$26,000
<b>Non-Traditional Alternatives</b>					
Proprietary Pretreatment with Pressure Distribution Systems	Includes AdvanTex, BioRobix UV Disinfection, and BioMicrobics FAST®	Higher pretreatment levels to more effectively treat effluent. Does not require much more space.	Proprietary systems, therefore ordering replacement parts and maintenance may need to be done by people certified in the systems.	N/A	Varies
Community OSS	A decentralized wastewater treatment system under common ownership that collects wastewater from multiple buildings.	Shared treatment and drainfield. Typically used in places such as rural subdivisions. Shared maintenance costs between homeowners. Could ease transition to centralized sewer if required in the future.	May be expensive to retrofit existing systems to connect. Requires pipe infrastructure to move wastewater from businesses/homes to community septic system.	N/A	Varies <sup>2</sup>
Converting to centralized wastewater systems	Ties in houses to existing or new sewer lines.	Shifts responsibility of wastewater treatment from homeowners to municipalities.	Expensive. Requires political will. Requires infrastructure to move wastewater from business/homes to centralized systems.	N/A	\$\$\$

<sup>1</sup> Price ranges do not include permitting, installation, or maintenance fees. In general, installations of septic tanks may cost between \$2,000 and \$15,000 and repairs may cost between \$25 and \$15,000 (This Old House 2023).

<sup>2</sup> Case study examples from other communities vary widely depending on if the community OSS is planned in advance or considered a retrofit.

SOURCE: EPA 2016; EPA 2022; Pinkham et al. 2004; Seattle & King County Public Health n.d.; Tacoma-Pierce County Health Department n.d.; Tahja-Syrett 2017; This Old House 2023

## Maintaining or updating OSS in place

As rainfall and flooding become more extreme with climate change and sea level rise, coastal homeowners will need to contend with more frequent system issues or failures. There is some guidance available to support homeowners seeking to reside in place in areas that flood (EPA 2005; NEHA 2019; WA DOH n.d.). For example:

- Before the Flood
  - Keep the OSS up to date on inspections and maintenance. Keep records up to date, including locations and conditions (e.g., age, materials).

- Protect the drainfield (e.g., do not park, pave over, or plant root-intensive vegetation).
- During the Flood
  - Eliminate all non-essential water use.
  - Do not use the system if the drainfield is covered with water.
- After the Flood
  - If the tank is partially flooded or damaged, have it inspected by a trained professional.
  - Reduce water use until the system is inspected and repaired.

Switching to updated system types (e.g., ATU, mounds) may also improve wastewater treatment but may be cost-prohibitive or otherwise unappealing to homeowners. Whether encouraging better maintenance or updates, more stringent regulatory requirements on the operation and maintenance of OSS would likely be needed to ensure they are regularly inspected and function properly. For example, Barnstable County (Massachusetts) requires that treatment performance for nitrogen be monitored quarterly and Rhode Island requires that high-risk properties (i.e. those most vulnerable to sea level rise and flooding) use more advanced OSS such as sand filters (Mihaly 2018). Other states and municipalities have begun offering incentives for improved individual maintenance and/or upgrades to current septic systems; for example, Rhode Island provides loans to homeowners for upgrades to advanced OSS, requires operation and maintenance contracts for those upgrades, and requires documentation in property records so that potential buyers are aware of the maintenance records and needs of the OSS for an individual home (Mihaly 2018). In Washington, the Department of Ecology teams with [Craft3](#), a local Community Development Financial Institution, to provide low-interest rate loans for OSS upgrades.

## Connecting to community OSS

Creating community OSS may be an option, particularly for those neighborhoods that already function as small, contained communities (e.g., Spee-bi-Dah). For example, the Beulah Park Plant Wastewater Treatment System on Vashon Island serves residents of the Beulah Park and Cove communities. Wastewater is pumped to the Beulah Park drainfield, which is used as a passive recreation area (Perla 2021; King County n.d.). Each home was equipped with pipes to connect houses to a vacuum chamber, which then connects to a vacuum sewer line, treatment plan, and drain field. Estimates for residents' contributions to the construction of the ~\$10 million system were derived by calculating the value added to a home's assessed property value (e.g., ~\$35,000), and loans and grants were acquired from the Department of Ecology and King County (Perla 2021).

Other communities have implemented networks of septic systems. For example, the Town of Brownville, Maine, developed 12 community septic systems (one large one that serves 60 homes and 11 small ones that serve between 5-15 homes each) in 1989. All 12 systems pump to a community leach field and systems are operated and maintained by the town's Water and Sewer Department. Capital investment for the systems was funded primarily through the state's Clean Water State Revolving Fund and residents all pay into a shared fund (GROWashington-Aroostook n.d.).

## Abandoning OSS

Many of the coastal properties and associated OSS will be partially or completely inundated by sea level rise or flooding during coastal storms, prompting homeowners to relocate and septic systems to be abandoned. According to the Washington Administrative Code (WAC 246-272A-0300), individuals permanently abandoning septic tanks and associated infrastructure are required to have all waste removed by a licensed professional, remove or destroy the lids, and fill it with soil or gravel. Given the challenges associated with undocumented OSS along the shoreline, the Tribe could consider establishing a program for derelict and abandoned OSS in

## Managed Retreat

Adaptation options focused on infrastructure and nature-based solutions may only prove to be both effective and feasible for so long before managed retreat or planned relocation will be required. These strategies often include elements of multiple approaches that occur in phases to manage social, economic, and technical issues. While the Tribe could opt to wait out coastal residents that will likely abandon their property as coastal properties are inundated and eroded, a proactive approach to planned retreat of infrastructure and people from hazard zones is important. In addition to shoreline management efforts to disincentive building or rebuilding in flood- and erosion-prone areas, land acquisition strategies, such as buyouts, conservation easements, defeasible estates, and life-use reservations, are important for the Tribe to pursue. The concept of managed retreat can be controversial and lead to polarized opinions before any planning efforts are even discussed or considered. Accordingly, it can be challenging to know when to first discuss the concept and how to present it to community members. However, it is recommended that managed retreat options be considered at the same time as other more traditional and/or near-term adaptation and management options such as hard and soft armoring are presented to communities.

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# Appendix B

## Resumes



# Rachel Gregg

Project Manager & Climate Resilience Planner



## EDUCATION

MMA, Marine Science & Policy, University of Washington

BS, Marine Ecology & Government, Smith College

## 18 YEARS EXPERIENCE

## CERTIFICATIONS/ REGISTRATIONS

National Institutes of Health: Protecting Human Research Participants

## PROFESSIONAL AFFILIATIONS

Society for Conservation Biology  
Northwest Science Writers' Association

## AWARDS

Climate Change Business Journal, Advancing Best Practices in Climate Change Adaptation and Resilience Award, 2015

Rachel has extensive experience in climate change adaptation and resilience, conservation science, and natural resources management and policy. She is a trained facilitator, using methods such as consensus building, scenario planning, vulnerability assessments, and adaptation planning to engage diverse groups on climate science and opportunities to develop, implement, and evaluate climate adaptation approaches. This includes collaborating with federal, Tribal, state, and local decision-makers, practitioners, and communities on climate adaptation approaches that yield effective, feasible, and equitable outcomes. Rachel brings expertise in analyzing and synthesizing complex technical information and preparing written products and presentations to communicate with technical and non-technical audiences. She also creates tools to support climate-informed decision-making, such as case studies, impacts and vulnerability assessments, and adaptation implementation and monitoring plans, and provides other support such as grant writing and review. Rachel's core goal is to help people make the best decisions possible regarding their investments in a changing climate.

## Relevant Experience

**Tulalip Tribes Coastal Adaptation Project, Tulalip, WA.** *Project Manager.* Rachel led this project to explore potential adaptation strategies to help the Tribe prepare for, respond to, and recover from the impacts of sea level rise, inundation, and coastal erosion on critical coastal infrastructure, housing, and treaty-protected resources. The project identified a range of adaptation options ranging from nature-based solutions to managed relocation and retreat. ESA developed a detailed evaluation of effectiveness, feasibility, benefits, limitations, and other financial, social, and legal implications along with illustrative case study examples from Washington and beyond. This included identifying near-, medium-, and long-term adaptation options for low, moderate, and high risk areas along with a communications strategy for future community engagement.

**Camano Country Club Lagoon Restoration Feasibility Study, Camano Island, WA.** *Climate Planner.* Algae blooms, stormwater runoff, septic field contamination, and an influx of sediment have contributed to poor water quality conditions in the Camano Country Club lagoon for nearly 50 years. Areas surrounding the lagoon, including the creek and beach, are home to juvenile Chinook salmon, otters, blue herons, and more. This project explored potential restoration options to improve water quality, facilitate sediment movement, enhance habitat, and improve the recreational quality of the area. Rachel led the planning process to review and refine potential restoration design options with residents, scientists, and salmon recovery experts.

## Snohomish and Stillaguamish Rivers Flood Hazard and Climate Vulnerability

**Assessment, Snohomish County, WA.** *Climate Planner.* ESA collaborated with Snohomish County to conduct a flood hazard and climate change vulnerability assessment for the Snohomish and Stillaguamish rivers (e.g., increases in river flow and sea level). The assessment results provide critical information for future flood risk reduction planning

## Rachel Gregg (Continued)

### Project Manager & Climate Resilience Planner

efforts and risk-based analyses of capital projects. Rachel co-led the assessment of the potential risks and associated vulnerabilities of habitats and ecosystem services, buildings and infrastructure, and public health and safety, among other assets.

**City of Marysville Flood Risk Reduction, Marysville, WA. *Climate Planner.*** ESA is assisting the City of Marysville with an effort to address the risks of sea level rise and increasing coastal flood hazards on their wastewater treatment plant (WWTP). The first phase of the project involved development of a Sea Level Rise Vulnerability Assessment, based on the results from a hydraulic model used to evaluate current vulnerabilities with regional climate projections. The next phase of the project involved developing adaptation strategies to maintain the WWTP function into the future with sea level rise. Three alternatives are being developed and will be evaluated by City staff and stakeholders. The project also includes the development of an Operations and Maintenance Manual and preliminary design documents for the preferred adaptation alternative. Rachel is leading the engagement process to review and refine potential design options.

**Swinomish Tribal Shoreline and Sensitive Areas Project, Swinomish Indian Tribal Community. *Project Manager.*** Rachel led this project to provide expert guidance and a best available science review in support of the Swinomish Indian Tribal Community. This project serves as critical baseline research to support the meaningful integration of climate change through an updated Shoreline and Sensitive Areas (SSA) Code and Aquifer and Groundwater Protection (AGWP) Code. These updates provide robust, climate-informed guidance to better support Tribal management and planning decisions to protect sensitive aquatic and terrestrial resources, preserve cultural and commercial harvest practices, and permit development that may affect its shorelines and critical areas.

**Whatcom County Compound Flood Modeling Vulnerability Assessment, Bellingham, WA. *Climate Planner.*** ESA led a vulnerability and risk assessment to help Whatcom County better cope with the compound impacts of coastal and riverine flooding from sea level rise and coastal storms. ESA led a multi-jurisdictional, collaborative project team to apply sea level rise and coastal storm projections from CoSMoS to conduct the assessment and identify potential adaptation strategies. Rachel led the community engagement and the integration of adaptation strategies into the final report.

**Jefferson County Sea Level Rise Study, Jefferson County, WA. *Climate Planner.*** ESA led a Sea Level Rise Study to identify areas of Jefferson County that are most vulnerable to sea level rise, address potential risks, and identify strategies that may be applicable for addressing these risks. This was a first-of-its-kind assessment on the effects of sea level rise on Jefferson County's shorelines. Rachel led the community and stakeholder engagement processes for the project to solicit input on shared priorities for shorelines at risk and potential shoreline management strategies.

**Pierce County Climate Change Resiliency Planning, WA. *Project Manager.*** Pierce County and ESA collaborated on a dual project to evaluate green stormwater infrastructure potential and develop climate-informed resilient infrastructure guidelines. The green infrastructure task included conducting an inventory within urban unincorporated areas and County-owned parcels to evaluate existing conditions and identify and prioritize opportunities for future planting sites. The resilient infrastructure task included reviewing existing policies and design guidelines, identifying opportunities for climate-informed updates, developing a draft list of resilience guidelines and a decision support tool, and conducting a workshop series to review and refine results with County staff. Rachel led the project, including facilitating workshop discussions, co-leading the green stormwater infrastructure analysis, and the creation of the resilient infrastructure guidelines.

# Susan O'Neil

## Project Director & Senior Conservation Planner



### EDUCATION

MA, Conservation  
Biology, San Francisco  
State University

BS, Biology, University  
of Detroit Mercy  
School for Field  
Studies summer  
courses, Boston  
University

### 20 YEARS EXPERIENCE

### PROFESSIONAL AFFILIATIONS

Society for  
Conservation Biology  
Certified Conservation  
Coach (CCNet)

Kinship Conservation  
Finance Fellow, 2008  
Kinship Conservation  
Finance Faculty/  
Lecturer, 2015-2020

Susan is a conservation planner with over 20 years of experience in collaborative planning and adaptive management for natural resources, including open space protection, species recovery, and ecosystem restoration. Susan partners with clients creatively helping to solve their conservation challenges, developing plans and funding strategies appropriate for the local context. She has worked with clients like Puget Sound Partnership, Emerald Alliance and Whatcom County to analyze funding needs, assess funding options, and develop innovative conservation financing mechanisms to expedite restoration and preservation project delivery. As a conservation planner and facilitator, Susan strives to gather information and present it so that decisions are arrived at through common information and joint understanding.

### Relevant Experience

#### **Island County Multi-Species Salmon Recovery Plan Update, Coupeville, WA. *Advisor.***

ESA supported the WRIA 6 Lead Entity in developing a 2019 update to their 2005 Salmon Recovery Plan (SRP). The SRP is the Island County Lead Entity's chapter in NOAA's Puget Sound Chinook Recovery Plan. The new update highlights and showcases the progress WRIA 6 partners have made towards achieving their 2005 goals, and documents the changes and improvements made to the Lead Entity mission, goals and strategies.

The update incorporates new science and understanding of the watershed, nearshore processes and habitat, and species use, which has been used to help the Lead Entity more effectively and efficiently plan and prioritize salmon recovery actions. Susan advised on communicating habitat goals, implementation targets, new strategies and technical information.

#### **Suquamish Tribe Steelhead Recovery Plan, Kitsap County, WA. *Conservation Coach.***

ESA helped the Suquamish Tribe develop a watershed scale recovery plan for the East Kitsap Distinct Independent Population (DIP) of Puget Sound Steelhead. Susan acted as the conservation coach, facilitating the core group, technical teams and policy committee through the development and vetting of plan content. ESA led the team and stakeholders in developing habitat and population goals for the DIP, applying the best available local science and other pertinent guidance to determine key pressures by life stage, and identifying explicit actions and projects to enhance recovery of this steelhead population.

#### **Regional Open Space Plan Funding and Implementation, Seattle, WA. *Project Manager.***

For the Bullitt Foundation/Emerald Alliance, a coalition working to further the adoption and implementation of the Puget Sound Regional Council's Open Space Plan, ESA provided an analysis of how and where implementation of the plan was underway in the four-county area and identified gaps. The analysis included an inventory of federal, state and local funding sources aligned with each of the six open space types, as well as a matrix of implementing entities and project sponsors work on the ground and through collaborative planning and funding processes. For the Emerald Alliance, a nonprofit working to further the adoption and implementation of the Puget Sound Regional Council's Open Space

## Susan O'Neil (Continued)

### Project Director & Senior Conservation Planner

Plan, ESA provided an analysis of how and where implementation of the plan was underway in the four-county area and identified gaps. The analysis included an inventory of federal, state and local funding sources aligned with each of the six open space types, as well as a matrix of implementing entities and project sponsors work on the ground and through collaborative planning and funding processes. Working with an advisory group, the analysis provided recommended next steps including how existing programs like King County's Land Conservation Initiative, salmon recovery plans, and market-based funding initiatives could be considered in ongoing plan implementation.

**Port Susan Conservation Action Plan, Snohomish County, WA.** *Project Manager.* ESA supported the Snohomish Marine Resources Committee in engaging tribal governments, local jurisdictions, restoration partners, and former and current volunteers in a review of the 2012 Port Susan Marine Stewardship Area Conservation Action Plan. ESA examined how partners have been utilizing the plan, developed a progress tracker, and facilitated a series of interviews and workshops with individuals involved in development and use of the plan. ESA also developed a communications plan providing a range of recommendations for celebrating ten years of progress. ESA developed a StoryMap, web page, and press release for use by Marine Resources Committee volunteers and staff.

**Whatcom County/WRIA 1 Integrated Funding Strategy, Whatcom County, WA.** *Project Manager.* ESA developed an integrated funding strategy for the WRIA 1 (Nooksack River) Watershed Management Board with Whatcom County as the fiscal agent. The strategy matched restoration projects to available funding sources and provided recommendations to adaptively manage the process and take advantage of opportunities like the Bipartisan Infrastructure Bill funding. The integrated funding strategy is tool to increase coordination among partners, improve overall communication, and bolster collaboration within WRIA 1 Watershed Management Board's to expedite project implementation.

**Incorporating Climate Change into Salmon Recovery Plans, Chelan, WA.** *Coordinator/facilitator.* Puget Sound Partnership contracted Susan to develop materials and facilitate a workshop with the lead entities coordinators for salmon recovery throughout the state, the Washington Salmon Coalition. Work entailed interviews with participants for example development, a compilation of resources and examples of projection and planning tools, as well as agenda-development and workshop summary.

**San Juan Island Salmon Recovery Update and Multi-Species Conservation Plan, Friday Harbor, WA.** *Project Manager.* ESA provided conservation coaching, facilitation and design services to San Juan County in the development of an update to the original 1999 Chinook salmon recovery strategy. Engaging a team of local technical and policy experts, ESA helped synthesize information and identify new strategies based on research findings and assessments conducted over the last two decades. Susan served as a conservation coach to the San Juan Salmon Plan Update Committee and assisted with drafting content for the plan update.

**PSP Pay for Success Direct Buy Tasks, Seattle, WA.** *Project Manager.* This is a small contract to begin the work ahead of a larger contract described in P202300712. The agency paused all new RFQs until spring, but staff would like to secure a direct buy before the end of 2024 to keep momentum going with partners. The initial tasks will start the process to support the development of pay for success RPFs as pilot projects. The opportunity is still being developed but likely includes 3-5 RFPs and/or an RFP template, identifying pilot jurisdictions/watersheds, and technical assistance for agencies working through contracting. They are interested in floodplain reconnection and riparian projects but will consider others. ESA will likely prime with EPIC as a potential teaming partner. ESA has been in contact with Bonneville Environmental Foundation who is acting as a thought partner to the state agencies via their role in Floodplains by Design. ESA has supported PSP's Mobilizing Funding Initiative since 2018.

# Lindsey Sheehan, PE

## Sea Level Rise Strategic Advisor



### EDUCATION

MS, Environmental  
Fluid Mechanics and  
Hydrology, Stanford  
University

BS, Environmental  
Engineering, Literature  
Minor, Massachusetts  
Institute of  
Technology

### 15 YEARS EXPERIENCE

### CERTIFICATIONS/ REGISTRATIONS

Registered  
Professional Engineer,  
California, #C80116  
Professional Engineer,  
State of Washington,  
#57971  
State of Oregon,  
#95402  
State of Florida,  
#89409

### PROFESSIONAL AFFILIATIONS

Pacific Northwest  
Blue Carbon Working  
Group  
California Blue  
Carbon Working  
Group

Lindsey believes that resilient, healthy ecosystems and communities are essential for a sustainable future. She combines a background in hydrology and coastal engineering with strong skills in communicating complex technical analysis in clear, accessible ways that foster understanding among everyone. Lindsey specializes in sea level rise planning, blue carbon quantification, and the restoration of coastal and estuarine ecosystems. Her work at ESA includes managing projects while conducting and overseeing numerical modeling, GIS analysis, field data collection, and hydrologic, geomorphic, and water and sediment quality technical analyses in support of shoreline and tidal wetland restoration projects and coastal processes assessments. Lindsey excels in communicating complex technical analyses and results in a way that everyone can understand and uses this skill to facilitate productive public and stakeholder engagement. By combining a technical base in coastal hydrology and engineering with an understanding of regulatory and environmental processes, Lindsey helps clients navigate projects through key stages of planning, permitting, design, and implementation.

### Relevant Experience

**City of Marysville Flood Risk Reduction, Marysville, WA. *Project Manager/Adaptation Design Strategy Lead.*** ESA is assisting the City of Marysville with an effort to address the risks of sea level rise and increasing coastal flood hazards on their wastewater treatment plant (WWTP). The first phase of the project involved development of a Sea Level Rise Vulnerability Assessment, based on the results from a hydraulic model used to evaluate current vulnerabilities with regional climate projections. The next phase of the project involved developing adaptation strategies to maintain the WWTP function into the future with sea level rise. Three alternatives are being developed and will be evaluated by City staff and stakeholders. The project also includes the development of an Operations and Maintenance Manual and preliminary design documents for the preferred adaptation alternative. Lindsey provided senior review of the vulnerability assessment and is leading the design of the adaptation strategies.

**Port of Seattle, AdaptSEA Resiliency Study and Facilitation, Seattle, WA. *Project Manager.*** ESA, teamed with FloydSnider, is working with the Port to facilitate a series of quarterly meetings with all of the relevant agencies with assets along the Seattle waterfront in order to plan for sea level rise together. ESA is also leading the development of sea level rise flood maps for the Seattle waterfront and into the Duwamish River based on wave modeling. The goal of the meetings is to eventually develop a memorandum of understanding on how the agencies will work together to prepare for rising sea levels.

**City of Bainbridge Island Sea Level Rise Vulnerability and Risk Assessment, Bainbridge Island, WA. *Project Manager.*** ESA worked with the City of Bainbridge Island to develop a Vulnerability and Risk Assessment that identified the risk that sea level rise poses to city infrastructure, including the Bainbridge Island Wastewater Treatment Plant. The project involved a desktop review of available data and existing city-owned assets, followed by survey data collection at seven city-identified sites. ESA helped the City choose a



## Lindsey Sheehan, PE (Continued)

### Sea Level Rise Strategic Advisor

combination of six flooding scenarios, spanning several planning horizons and assuming different levels of sea level rise. The flooding scenarios were then used in a wave model to evaluate future storm flooding extents. The results of the modeling were summarized in the Vulnerability and Risk Assessment and were used to determine the sensitivity and adaptive capacity of identified assets, allowing the City to proactively plan for adapting to sea level rise. As Project Manager, Lindsey oversaw the wave modeling and preparation of the vulnerability assessment report.

**San Juan County Sea Level Rise Vulnerability Assessment, San Juan County, WA.** *Project Director.* ESA performed an analysis of flood hazards and vulnerabilities for San Juan County under a range of projected sea-level rise scenarios. The team used SWAN modeling to estimate total water levels during storm events with sea-level rise, then ran scenarios in XBeach to model wave runup along different portions of the coast. The modeling results were then used to map flood inundation hazard zones for specific locations within the county. Assets were assessed for vulnerability based on their exposure, sensitivity to hazard, and adaptive capacity. Lindsey oversaw the wave modeling and led development of the final reporting products.

**Jefferson County, Sea Level Rise Vulnerability Assessment, Jefferson County, WA.** *Project Manager.* ESA analyzed flood hazards and vulnerabilities for Jefferson County under a range of projected sea-level rise scenarios. The team adjusted FEMA's base flood elevations to account for sea-level rise and then mapped flood inundation hazard zones across the county. Assets were then assessed for vulnerability based on their exposure to flooding and erosion, sensitivity to the hazards, and adaptive capacity. The Vulnerability Assessment report is an important first step in planning for sea-level rise in this coastal community.

**Whatcom County, Sea Level Rise Compound Flooding Vulnerability Assessment, Whatcom Co, WA.** *Project Manager.* ESA assisted Whatcom County in preparing a Sea-Level Rise Vulnerability Assessment and Action Plan. Lindsey led the development of the Vulnerability Assessment, using outputs from the USGS's CoSMoS to develop hazard maps. Based on these hazard zones, ESA determined the overall vulnerability of each asset within the coastal zone limits; this vulnerability "score" was based on a combination of the asset's exposure, sensitivity, adaptive capacity, and consequence associated with each hazard zone, as informed by State guidelines. ESA also prepared an Action Plan, and conducted public outreach associated with the report.

**Lummi Nation, Smuggler's Slough Hydraulic Modeling and Restoration, Lummi Reservation, WA.** *Project Manager.* The Lummi Nation has contracted NHC and ESA to conduct hydraulic modeling between the Nooksack River through Kwina Slough, Smuggler's Slough, and the Lummi River. The model will be used to analyze restoration alternatives in Smuggler's and Kwina Slough for improving landscape connectivity, salmonid habitat, and water quality. ESA will also be helping the Nation develop a Coastal Resilience Plan in coordination with the USGS and their CoSMoS model. Lindsey is leading the development of the Coastal Resilience Plan and working with NHC on the restoration designs for Smuggler's and Kwina Sloughs.

**City of Tacoma, Climate Adaptation Strategy, Tacoma, WA.** *Project Manager.* ESA supported Cascadia Consulting in developing a Climate Adaptation Strategy for the City of Tacoma. Using the recently developed downscaled sea-level rise projections from the UW Climate Impacts Group (CIG), ESA identified a suite of sea-level rise scenarios, the corresponding probability of exceedance, and the desired risk tolerance for asset adaptation planning. ESA partnered with the authors of the UW CIG "Projected Sea Level Rise for Washington State – A 2018 Assessment" and other guidance documents to apply the projections to Tacoma's shoreline. ESA also partnered with the USGS to utilize their Coastal Storm Modeling System (CoSMoS) and available project data relevant to Tacoma.

# Colin Struthers

GIS Lead



## EDUCATION

BA, Geography,  
Middlebury College

## 12 YEARS EXPERIENCE

## SOFTWARE EXPERIENCE

ESRI stack, Adobe  
Suite, 3DS Max,  
Pix4D, QGIS, Mapbox,  
AutoCad Civil 3D

## SCRIPTING EXPERIENCE

Python, Excel Macros

Colin is a geospatial services manager with 12 years of experience leveraging geospatial technologies to drive complex spatial analysis, derive remote sensing insights, and implementing big data management strategies. He leads interdisciplinary teams across various sectors to tackle novel project challenges with innovative solutions. His expertise encompasses a wide range of GIS applications, including precision-driven mobile data collection design and dynamic data visualizations. Colin excels in integrating multi-source data to create comprehensive, high-quality spatial datasets that support critical decision-making processes. He consistently provides leading-edge GIS support to solve complex environmental problems by integrating LiDAR classification, object-based image analysis, and machine-learning predictive modeling into streamlined workflows. Colin provides comprehensive, end-to-end geospatial solutions with a focus on user-centered design to address complex environmental challenges.

## Relevant Experience

**WDFW Statewide Riparian Assessment, Olympia WA.** *Technical Lead.* ESA is helping the Washington State Department of Fish and Wildlife (DFW) develop a multi-scale decision support tool for analyzing riparian habitat statewide. This includes providing technical geospatial support with development of an analytical framework, implementation of geospatial data science tools for process automation and creation of a set of interactive web-based dashboard tools for summarizing conditions at reach, stream/river, watershed, and other jurisdictional boundary extents. The goal is to help equip the DFW Policy team with the technical information needed to inform policy and funding decisions for the State of Washington. A foundational element of the project was the GIS analysis summarizing and normalizing landscape and vegetation attributes within every stream reach in the state so that any given reach or set of reaches could be compared to any other. This had the added benefit of allowing aggregation of attributes upstream and downstream of any stream segment using a custom designed network tracing script. The analysis included using canopy height and vegetation NDVI to score tree canopy's pattern and height within site potential tree height of a stream. All processes were automated with ArcPy scripts implemented in Jupyter Notebooks in ArcGIS Pro, which allowed for modular processing with immediately visualized outputs at every step for QA/QC. Colin led the GIS analysis & automation, database schema development, web mapping, and dashboard design.

**Puget Sound Partnership (PSP) Floodplain Spatial Data Refinement for Monitoring, Tacoma, WA.** *GIS Analyst.* The PSP lacked reliable and consistent mapping of floodplain areas and was therefore unable to track progress toward the targets for floodplain restoration due by 2020 as part of its Vital Signs program. To help meet these goals, ESA provided facilitation and technical expertise to coordinate the floodplain footprint, condition, status, and metrics with the floodplain community and regional programs. Colin was responsible for all data organization, creation, and analysis. He developed and maintained webmaps for data review and commenting for the various partners. Finally, he created the graphics for the regional and pilot watershed report as well as developed the Metadata for transfer of spatial products to the partnership.

## Colin Struthers (Continued)

### GIS Lead

**Puget Sound Characterization Project Phase 2, Various, WA.** *GIS Analyst.* ESA worked with the Washington Department of Ecology (Ecology), Puget Sound Partnership, and the Ecology Watershed Technical Assistance Team to assist in the completion of Phase II of the Puget Sound Characterization project. ESA developed an interactive website and user guide displaying the results of the Watershed Characterization Project. The objective was to establish political and policy support from planners, planning directors, and elected officials and inform the public for using watershed characterization products and methods. The project included convening a user group to identify challenges and opportunities to local governments for using data and products. Other work included developing case studies showing applications for land use planning and decision-making. Colin was critical to developing consistent GIS methods for implementing conceptualized Phase 2 assessment tools. He also supported testing through analysis and iterative runs within example assessment units across the Puget Sound region.

**Puget Sound Partnership (PSP) Action Agenda Facilitation, Tacoma, WA.** *GIS Specialist.* ESA was part of the consultant team that supported the PSP with the 2018 Action Agenda update. ESA developed a comment tracking system for comments on the Action Agenda and support the PSP with State Environmental Policy Act (SEPA) documentation. Colin was responsible for all data organization, creation, and analysis. He developed and maintained webmaps for data review and commenting for the various partners. Finally, he created the graphics for the regional and pilot watershed report as well as developed the Metadata for transfer of spatial products to the partnership.

**City of Duvall Stormwater Element Update and Retrofit Design Project, Duvall, WA.** *GIS Specialist.* ESA was selected by the City of Duvall to lead an Environmental Protection Agency National Estuary Program (NEP) grant-funded effort to update their Stormwater Management Plan and complete retrofit predesign for priority projects. The project provides a great opportunity for Duvall to identify broad basin-scale impairments and opportunities, refine mapping and analysis for key basins, and complete prioritization and initial design efforts for the most important retrofit efforts. In addition, updates to the Plan will guide stormwater management decisions and support retrofit implementation, and systems operations and maintenance in the years ahead. Colin built a dynamic mapbook breaking out each plat area into an individual map and statistic aggregation section.

**Puyallup River Watershed Floodplains for the Future Shared Monitoring Plan, Puyallup, WA.** *GIS Specialist.* ESA is assisting the Pierce Conservation District with implementing a monitoring plan for the health of the Puyallup River floodplain as it relates to supporting salmon populations, conserving agricultural lands, and reducing the risk of flooding in the Puyallup River watershed. The monitoring plan is part of a larger 10-year vision for floodplain restoration funded by the Floodplains by Design grant program. This highly collaborative effort aspires to establish a floodplain health baseline and track landscape-level impacts to determine if floodplain health at a watershed-scale is improving or degrading as projects are implemented over time. Colin is leading all the GIS mapping and analysis including development of a floodplain extent and condition assessment to use as a baseline for monitoring change in the floodplain. More information is available on their website at: <https://floodplainsforthefuture.org/>

**Puget Sound Partnership Levees Progress Indicator for Ecosystem Recovery Phase 2, WA.** *Project Manager.* ESA is working with the Puget Sound Partnership to advance the centralized, standardized levee spatial dataset for the Puget Sound region and to develop Levees Action Agenda Progress Indicators. In a previous phase of work, ESA synthesized levee data from multiple local, state, and federal agencies to develop the first iteration of the Puget Sound levee dataset. In this phase, ESA updated the dataset to improve accuracy, incorporated more attribute data, and otherwise improved its usability for the Puget Sound recovery community. ESA is also developed a protocol for updating the dataset over time, including a method for local practitioners to share new data to be incorporated. As Project Manager, Colin provided technical support by ensuring alignment between stakeholder needs and the levee dataset improvements and facilitated the development of a streamlined protocol for data updates.



# Lamai Larsen

GIS Analyst



## EDUCATION

MA, Environmental Studies (Geography specialization), Western Washington University

Post Baccalaureate Certificate, Geographic Information Science, Western Washington University

BA, Environmental Studies (minor in Anthropology), University of Washington

## 5 YEARS EXPERIENCE

### CERTIFICATIONS/REGISTRATION

FAA Certified Remote Pilot (UAV/Drone)

Issuing Organization: Federal Aviation Administration (FAA)

Date: October 2024 – October 31, 2026;

Completion of Introduction to GIS for Equity and Social Justice, an Urban and Regional Information Systems Association (URISA)- Certified Workshop

### SOFTWARE EXPERIENCE

ESRI stack, Adobe Suite, RStudio, Microsoft Suite, QGIS, nVivo, Tableau

Lamai is a GIS analyst providing technical GIS support and cartographic deliverables for a range of disciplines, including climate resilience and hazard mitigation planning. She is proficient with analysis and cartography in ArcGIS Pro and ArcGIS Online. This includes working with climate, land use, topographic, archaeological, and socioeconomic datasets to create spatially explicit maps of risk, vulnerability, and resilience. She has created a variety of applications including interactive web maps, StoryMaps, and a hub site. Lamai supports mobile data collection with building custom forms in Fulcrum, Field Maps, and Survey 123.

## Relevant Experience

**City of Bainbridge Island Sea Level Rise Vulnerability and Risk Assessment, Bainbridge Island, WA, Kitsap County.** *GIS Analyst.* ESA worked with the City of Bainbridge Island to develop a Vulnerability and Risk Assessment that identified the risk that sea level rise poses to city infrastructure. The project included a desktop review of available data and assets, followed by survey data collection at seven sites. ESA helped the City choose a combination of six flooding scenarios, spanning several planning horizons and assuming different levels of sea level rise. The flooding scenarios were used to develop a wave model that will produce both tidal inundation extents and storm flooding extents. The results are summarized in the Assessment and were used to determine the sensitivity and adaptive capacity of identified assets, allowing the City to proactively plan for adaptation. Lamai created the inundation boundaries in GIS that were used to calculate asset risk and for visualizing flooded areas. She co-created an interactive web map and StoryMap to share findings with the public.

**Jefferson County Sea Level Rise Study, Jefferson County, WA.** *GIS Analyst.* ESA led a Sea Level Rise Study to identify areas of Jefferson County that are most vulnerable to sea level rise, address potential risks, and identify strategies that may be applicable for addressing these risks. This was a first-of-its-kind assessment on the effects of sea level rise on Jefferson County's shorelines. ESA also conducted public outreach as part of this project to ground truth the assessment and provide input on potential strategies to reduce the risks and vulnerabilities identified. Lamai worked with a team of engineers and GIS analysts for this project, providing asset management support and figure creation.

**Port of Seattle, Waterfront Resiliency.** *GIS Analyst.* ESA is assisting the Port of Seattle in bringing together the waterfront community, including business owners, to develop a shared resilience strategy for the waterfront. As a third-party facilitator, we provide expertise in sea level rise and resilience planning. ESA is conducting site-specific wave modeling to map coastal flood hazards around Elliott Bay and leading discussions with a partner firm to discuss future adaptation alternatives. Lamai is leading the GIS analysis for this project including developing the sea level rise inundation risk boundaries and producing the asset risk analysis.

## Lamai Larsen (Continued)

### GIS Analyst

**Port of Seattle, Centennial Park.** *GIS Analyst.* ESA is working with the Port of Seattle to develop a coastal process assessment for Centennial Park with the goals of determining site-specific coastal processes that contribute to erosion and identifying appropriate mitigation techniques and coastal design features to manage erosion. The assessment includes an evaluation of sea level rise and proposes techniques and designs able to adapt to and mitigate potential impacts of sea level rise and climate change. ESA is evaluating and ranking the coastal design alternatives to determine those with the greatest benefit. Benefits include improved park resiliency to erosion and sea level rise, improved shoreline habitat, and, where possible, improved access to the water. Based on the preferred alternative, ESA is preparing conceptual coastal designs with an associated design report. Lamai developed the sea level rise inundation risk boundaries for this project.

**San Juan County, Sea Level Rise Modeling.** *GIS Analyst.* This study primarily focuses on sea-level rise and physical coastal hazards (i.e., inundation and coastal erosion) on County-owned shoreline assets. ESA will build and expand upon earlier sea-level rise work performed in San Juan County in 2013 by incorporating the latest localized sea-level rise projections, implementing site-specific wave and hydraulic modeling, and detailing vulnerabilities and implications at each potentially impacted County site. The Vulnerability and Risk Assessment will map at-risk assets, and will describe the type, extent, and frequency of operational impacts (i.e., temporary closures, service disruptions) and physical (i.e., erosion, physical damage) due to sea-level rise. The primary study objective is to produce a Vulnerability and Risk Assessment Report that is readily understandable, provides utility for multiple County departments and stakeholders, and can form the basis for a future San Juan County Sea-level Rise Adaptation Plan. Lamai developed the erosion risk boundaries for this project and worked with a team to conduct the asset risk analysis.

**Port of Bellingham, Sea Level Rise Web Viewer.** *Project Manager, GIS Analyst.* The Port of Bellingham utilized a web map viewer to display over 300 raster data layers of flood inundation scenarios. This web viewer faced challenges, including slow performance, inconsistent symbology across layers, and poor user interface design, which led to issues like map crashes, difficulty navigating layers, and difficulties comprehending the data for end users. ESA aimed to enhance the functionality and user experience of a new web map viewer, focusing on data configuration, improving data visualization, and performance. Lamai facilitated a user feedback survey and user meeting to identify key issues with the current viewer and gather insights into user needs and preferences. Her technical responsibilities included reconfiguring hundreds of data layers, resolving display issues, and improving overall cartography and layout to provide a more reliable and user-friendly web viewer that supports decision-making related to sea level rise. She was also responsible for project planning and scope definition, budgeting, scheduling, and milestone tracking.

**Puget Sound Partnership (PSP) Puget Sound Ecosystem Monitoring Program (PSEMP) Spatial Data Work Group, Puget Sound Region, WA.** *GIS Analyst, Facilitator.* ESA serves as the coordinator team for the Puget Sound Ecosystem Monitoring Program (PSEMP) Spatial Data Work Group (SDWG). The purpose of the SDWG is to act as a centralized forum in Puget Sound to address spatial data needs, challenges, and ideas for products, services, and other resources for the region. As the coordinator team, ESA facilitates quarterly SDWG workshops and monthly meetings of the SDWG Co-Chairs. ESA manages the SDWG website and mailing list, which includes over 200 recovery professionals who work with spatial data. Lamai co-coordinates the SDWG Co-Chair meetings, facilitated the land cover workshop, and supported the levee focus team – working closely with subject matter experts to advance understanding of levees and their ecological impacts in the region. She contributed to a collaborative effort to align levee spatial data across agencies by acquiring, managing, and harmonizing datasets into a regional GIS layer to support riparian monitoring, adaptive management, and future restoration planning.

# Alice Nguyen

Hydrologist



## EDUCATION

BS, Biology, St.  
Edwards University,  
Environmental  
Science Minor, Magna  
Cum Laude

## 2 YEARS EXPERIENCE

Alice brings curiosity and a growing technical skillset to support data-driven solutions for coastal resilience. With a background in biology and hydrology, she supports sea level rise planning, wetland vulnerability assessments, and blue carbon analysis across a range of coastal and estuarine projects. Her work at ESA includes developing flood hazard maps, modeling wetland habitat evolution, performing spatial analyses in ArcGIS Pro, and contributing to technical reports, and field data collection. She is continuously building expertise in coastal processes, hydraulic modeling, and climate adaptation through hands-on project work and interdisciplinary collaboration.

## Relevant Experience

### **Pierce County Coastal Vulnerability & Risk Assessment, Pierce County, WA. Hydrologist.**

ESA is assisting Pierce County with a Sea Level Rise Vulnerability and Risk Assessment to identify public infrastructure and community assets at risk from future coastal flooding due to sea level rise and storm surge. The project includes defining sea level rise and storm flooding scenarios, developing flooding hazard maps, analyzing the vulnerability and adaptive capacity of critical assets, and compiling spatial data into an interactive geodatabase and StoryMap. Alice provides engineering support for the vulnerability assessment, including hazard mapping, asset analysis, and contributions to the final assessment report.

### **San Juan County Climate Vulnerability & Risk Assessment, San Juan County, WA.**

*Hydrologist.* ESA performed an analysis of flood hazards and vulnerabilities for San Juan County under a range of projected sea-level rise scenarios. The team used SWAN modeling to estimate total water levels during storm events with sea-level rise, then ran scenarios in XBeach to model wave runup along different portions of the coast. The modeling results allowed us to map flood inundation hazard zones for specific locations within the county. Assets were then assessed for vulnerability based on their exposure, sensitivity to hazard, and adaptive capacity. Alice created aerial figures to display the project site boundaries, developed risk consideration descriptions for each site, prepared the model bathymetry, and supported the Total Water Level (TWL) calculations.

**Lummi Nation Coastal Resilience Plan, Lummi Nation, WA. Hydrologist.** ESA, in partnership with NHC, supported the Lummi Nation in developing a Coastal Resilience Plan to address flooding, erosion, and habitat impacts across the Reservation. The project included hydraulic and geomorphic assessments of Kwina and Smuggler's Sloughs, evaluation of restoration alternatives to improve salmonid habitat and landscape connectivity, and analysis of coastal hazards using CoSMoS and compound flood modeling. Vulnerable infrastructure and community assets were identified, and adaptation strategies were developed through close collaboration with Lummi Nation staff, with a focus on multi-benefit, near- and long-term resilience actions. Alice provides engineering support by analyzing sea level rise and compound flood scenarios, estimating erosion extents, developing flood and erosion hazard maps, assessing impacts on coastal resources and infrastructure, and contributing to the final Coastal Resilience Plan report.

## Alice Nguyen (Continued)

### Hydrologist

**Port of Seattle, AdaptSEA Resiliency Study and Facilitation, Seattle, WA.** *Hydrologist.* ESA, in partnership with Floyd|Snider, is supporting the Port of Seattle through the AdaptSEA Resiliency Study by facilitating quarterly interagency meetings focused on coordinated planning for sea level rise along the Seattle waterfront and the Duwamish River. The project includes developing flood hazard maps based on wave modeling, compiling shared asset data, and guiding collaboration among public agencies with waterfront infrastructure. The long-term objective is to establish a memorandum of understanding that outlines how agencies will collectively address sea level rise impacts. Alice provides engineering support by managing GIS data and maps, including hazard zones and asset inventories, preparing presentations of wave modeling and hazard mapping results, and contributing to the AdaptSEA Resilience Recommendation Report and interactive StoryMap.

**City of Marysville Flood Risk Reduction, Marysville, WA, Snohomish County.** *Hydrologist.* ESA is assisting the City of Marysville with an effort to address the risks of sea level rise and increasing coastal flood hazards on their wastewater treatment plant (WWTP). The first phase of the project involved development of a Sea Level Rise Vulnerability Assessment, based on the results from a hydraulic model used to evaluate current vulnerabilities with regional climate projections. The next phase of the project involved developing adaptation strategies to maintain the WWTP function into the future with sea level rise. Three alternatives are being developed and will be evaluated by City staff and stakeholders. The project also includes the development of an Operations and Maintenance Manual and preliminary design documents for the preferred adaptation alternative. Alice provides engineering support through extreme value analysis and the creation of inundation figures using HEC-RAS to support flood risk visualization and adaptation planning.

**The Nature Conservancy, Maryland Blue Carbon Feasibility Study, Chesapeake Bay and Coastal Maryland.** *Hydrologist.* ESA worked with TNC and local project partners to complete a blue carbon and resilience credit feasibility study for five sites in Maryland. As a hydrologist, Alice provided engineering support with technical analysis in quantifying blue carbon and modeling coastal wetland habitat evolution with sea level rise. She also coordinated site visits and stakeholder meetings. Project types included the beneficial use of dredged sediment and wetland creation and restoration. The study also examined project feasibility on a broader landscape scale. Throughout the study, the ESA team emphasized collaboration with local stakeholders, land managers, and project partners. The applicability of the SDVISTA Coastal Resilience Methodology was also assessed.

**Charlotte Harbor Habitat Evolution Modeling Update, Charlotte Harbor, FL.** *Hydrologist.* ESA worked with the Florida Fish and Wildlife Commission to update the Habitat Evolution Model (HEM) for Charlotte Harbor and evaluate habitat changes over time due to sea level rise. The model predicted habitat types and extents for 2040 and 2070 under NOAA intermediate low and high sea level rise scenarios and included species-specific habitat scenarios. ESA also developed a 2D HEC-RAS model to assess hydrology in fish-bearing ponds and evaluate multi-directional flows in the Cape Haze and East Wall areas. Alice supported the project by refining the model extent, improving spatial resolution, and updating inputs. She led the HEC-RAS hydraulic modeling and analysis to inform a fish usage conceptual model, created figures illustrating key results, and contributed to the final habitat model update report.

# Ryan Swanson

## Environmental Scientist



### EDUCATION

MSc, Ecology;  
University of  
California, Dept.  
of Environmental  
Science and Policy;  
Davis, California  
(2022)

MMA, Marine  
Affairs; University  
of Washington,  
School of Marine and  
Environmental Affairs;  
Seattle, Washington  
(2019)

BA, Zoology;  
University of  
Wisconsin; Madison,  
Wisconsin (2014)

### 8 YEARS EXPERIENCE

Ryan is an interdisciplinary environmental scientist with a background in marine and environmental science and policy, submarine cable installation, climate change adaptation and mitigation, stakeholder engagement, and permitting support. He supports developing Biological Assessments (BA) and Essential Fish Habitat (EFH) assessments to identify risk and potential impacts to species and their designated critical habitats listed under the Endangered Species Act (ESA), as well as assisting clients with environmental permitting at the federal, state, and local levels. He is knowledgeable and experienced with the ESA, climate change adaptation, and Shoreline Management Act.

### Relevant Experience

**City of Snoqualmie, Sandy Cove Park Bank Restoration, Snoqualmie, WA.** *Environmental Scientist.* Ryan is assisting with federal, state, and local permitting efforts required to restore bank stability due to rapid erosion along the left bank of the Snoqualmie River in Sandy Cove Park. This is a climate adaptation project, as the City of Snoqualmie prepares for worsening flooding from the Snoqualmie River due to increased winter storm and precipitation intensity. He developed and submitted applications for a Joint Aquatic Resources Permit Application (JARPA), Hydraulic Project Approval (HPA), Coastal Zone Management (CZM) consistency, and State Environmental Policy Act (SEPA).

**Parks California, California State Parks Climate Adaptation Plan, Sacramento, CA.** *Environmental Scientist.* Ryan researched and synthesized California statewide climate change legislation, policies, and guidance to inform incorporating climate change into California State Parks' (CSP) planning process and develop a climate adaptation plan for Año Nuevo, Big Basin Redwoods, and Butano State Parks. This involved engaging stakeholders at CSP and in the San Francisco Bay Area, and the National Park Service, to gather input and feedback on strategies to adapt to and mitigate climate impacts on CSP's resources. This climate adaptation plan will be the first one developed for CSP, and the example used for future district- and regional-level state park climate adaptation plans.

**Washington Sea Grant, The Washington State Coastal Resiliency Project, Seattle, WA.** *Environmental Scientist.* Ryan was a lead researcher on a project investigating factors that help and hinder the natural hazard mitigation planning process for Washington's coastal communities. He engaged with and solicited input from emergency management stakeholders and subject experts throughout Puget Sound and on the Pacific coast of Washington's Olympic Peninsula. He co-authored the key project output, a synthesis report communicating the results as 10 separate (county) case studies and cross-case analysis.

**University of Washington, Acoustic Hydrophone Array, Salish Sea, WA.** *Environmental Scientist.* Ryan provided the University will regulatory and permitting support to temporary installation and operation of one submerged and seafloor-laid Distributed Acoustic Sensing fiber optic cable and one moored vertical hydrophone array installed within the Haro Strait of the Salish Sea. This required working with the local county, Washington state agencies, and the USACE to receive the required permitting approvals.

**SERVICES AGREEMENT**  
**Between Island County and Environmental Science**  
**Associates Contract No. #####**

THIS SERVICES AGREEMENT is made and entered into by and between ISLAND COUNTY, Washington, hereinafter called "COUNTY," and Environmental Science Associates (ESA), a California corporation, located at 2801 Alaskan Way, Suite 200 in Seattle, Washington 98121, hereinafter called "CONTRACTOR."

WITNESSETH: In consideration of the terms and conditions herein and attached and made a part of this agreement, the parties do covenant and agree as follows:

1. **SCOPE OF WORK:** CONTRACTOR shall do all work and furnish all tools, materials and equipment to carry out the duties of the contract as described in the attached Exhibit "A" – Mapping and GIS Analysis of Shoreline Septic Systems with Climate Risk Assessment, incorporated herein by reference. CONTRACTOR shall perform its services consistent with the degree of care and skill ordinarily exercised by other similar professionals providing the same or similar services under the same or similar circumstances ("Standard of Care").
2. **BUDGET:** CONTRACTOR shall be compensated by the COUNTY for completed work and services rendered under this agreement as provided in Exhibit "A".
3. **PERIOD OF PERFORMANCE:** CONTRACTOR's work shall take place between November 25, 2025, and March 31, 2026; all work shall be completed by March 31, 2026, and all final reports and deliverables shall be filed with COUNTY prior to aforementioned ending date.
4. **INDEPENDENT CONTRACTOR:** CONTRACTOR is not an employee of the COUNTY and shall not hold itself out to be an employee. CONTRACTOR is responsible for withholding and/or paying employment taxes, insurance, and deductions of any kind required by federal, state and/or local laws. CONTRACTOR shall provide and bear the expense of all travel, equipment, supplies, work and labor of any sort whatsoever that may be required to complete the work provided for in this contract.
5. **CONSIDERATION:** COUNTY shall pay CONTRACTOR to provide the described services in accordance with the sums set forth on Exhibit "A" attached hereto.
6. **BILLING PROCEDURE:** COUNTY will pay to CONTRACTOR the amounts billed for work completed, upon receipt of properly executed invoices submitted to the Island County Public Health Department and thereupon approved or adjusted for payment.
7. **CONTRACT MANAGEMENT:** The Island County Health Department Health Services Director or Interim Director shall manage and administer this contract for COUNTY.



8. INDEMNIFICATION: To the fullest extent permitted by law, the CONTRACTOR shall indemnify, defend and hold harmless the COUNTY, State of Washington, agencies of the COUNTY and the State and all officials, and employees of the COUNTY and State from and against any and all claims arising out of or resulting from the performance of this contract to the extent caused by the negligence or willful misconduct of CONTRACTOR. "Claim" as used in this agreement means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney fees, attributable for bodily injury, sickness, disease or death, or injury to or destruction of tangible property including loss of use resulting therefrom. The CONTRACTOR's obligation to indemnify, defend, and hold harmless includes any claim by CONTRACTOR's agents, employees, representatives, or any subcontractor to its employees.

The CONTRACTOR's obligation to indemnify, defend, and hold harmless the COUNTY and State shall not be eliminated by any actual or alleged concurrent negligence of the COUNTY, the State, or their agents, agencies, employees and officials, provided that CONTRACTOR has no obligation to indemnify or defend the COUNTY, State, or any other person or entity for that party's own negligence .

9. INSURANCE: Prior to commencement of services under this Contract, the CONTRACTOR shall submit to Island County certificates of insurance or certified copies of insurance policies and endorsements, if requested by the COUNTY, for the coverage required below and shall maintain the same type of coverage as is currently in effect for the life of this Contract. Each insurance certificate shall provide that coverage will not be canceled or reduced below the contractual amounts stated herein without thirty (30) days prior written notice to the COUNTY. The CONTRACTOR shall maintain at the CONTRACTOR's sole expense unless otherwise stipulated, the following insurance coverages, insuring the CONTRACTOR, CONTRACTOR's employees, agents, designees and indemnities as required herein:

A. The CONTRACTOR shall not commence work under this Contract until the CONTRACTOR has obtained all insurance required under this paragraph and such insurance has been approved by the COUNTY.

B. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Washington and have a Best's rating of at least A-VII. All insurance, other than Professional Liability and Workmen's Compensation to be maintained by the CONTRACTOR shall specifically include the County as an "Additional Insured" and shall not be reduced or canceled without thirty (30) days written prior notice to the County. The CONTRACTOR's insurance coverage shall be primary insurance as respect to the County, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the COUNTY, its officers, officials, employees or volunteers shall be excess of the CONTRACTOR's insurance and shall not contribute to it.

C. The CONTRACTOR shall maintain, during the life of the contract, Industry Standard Occurrence Commercial General Liability Policy Form (CG0001) or equivalent, including Premises/Operations. Products/Completed Operations,



Blanket Contractual Liability and Personal Injury Coverage, to protect the CONTRACTOR from claims for damages for bodily injury, including wrongful death, as well as from claims of property damage which may arise from any operations under this contract whether such operations be by the CONTRACTOR or by anyone directly employed by or contracting with the CONTRACTOR.

Specific limits required	\$2,000,000 General Aggregate
	\$1,000,000 Products/Completed Operations Aggregate
	\$1,000,000 Personal Injury and Advertising Injury
	\$1,000,000 Each Occurrence

The Commercial General Liability Policy will contain an endorsement naming the COUNTY as Additional Insured (CG2010 or carrier equivalent) and an endorsement that specifically states the CONTRACTOR General Liability shall be primary, and not contributory, with any other insurance maintained by the COUNTY.

The policy shall be endorsed to include stop gap employer's liability coverage with minimum limits as follows:

\$1,000,000 Each Accident
\$1,000,000 Policy Limit for Disease
\$1,000,000 Each Employee for Disease

D. Commercial General Liability insurance shall be endorsed to include a "cross liability," indicating essentially that except with respect to the limits of insurance, and any rights or duties specifically assigned in this coverage part to the first named insured, this insurance applies as if each named insured were the only named insured, and separately to each insured against whom claims are made or suit is brought.

E. The CONTRACTOR shall maintain during the life of this Contract, Business and Automobile Liability Insurance (CA0001), or equivalent in the amount of \$1,000,000 Bodily Injury and Property Damage per combined single limit to protect the CONTRACTOR from claims which may arise from the performance of this Contract, whether such operations be by the CONTRACTOR or by anyone directly or indirectly employed by the CONTRACTOR. Covered auto shall be designated as "Symbol 1" any auto.

F. All Liabilities coverages, except Professional Liability, shall be written on an Occurrence policy form. If coverage is Claims Made form, the Retroactive Date shall be prior to or coincident with the date of this contract, and the policy shall state that coverage is Claims Made and state the Retroactive Date. Should Claims Made be the only option, a minimum of a three (3) year tail coverage shall be maintained after the expiration of the contract.

G. The CONTRACTOR shall secure its liability for industrial injury to its employees in accordance with the provisions of Title 51 of the Revised Code of Washington. The CONTRACTOR shall submit a copy of its certificate of coverage

from the Department of Labor and Industries prior to the commencement of work.

H. Industrial Insurance Waiver – With respect to the performance of this Contract and as to claims against the COUNTY, its officers, agents and employees, the CONTRACTOR expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrials Insurance Act, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the CONTRACTOR against the COUNTY. However, the CONTRACTOR waiver of immunity by the provisions of this paragraph extend only to claims against the CONTRACTOR by COUNTY and does not include or extend to claims by CONTRACTOR's employees directly against the CONTRACTOR. This waiver is mutually negotiated by the parties to this Agreement.

I. Professional Liability Insurance – Prior to the start of work, the CONTRACTOR or subcontractor will secure and maintain at its own expense Professional Liability Insurance in the amount of not less than \$1,000,000 per claim and in the aggregate. Such insurance will be provided by an insurance carrier with a Best's Rating of not less than A-VII. If coverage is Claims Made, the retroactive date shall be prior to or coincident with the date of this contract. The policy shall state that the coverage is claims made and state the retroactive date. Claims Made form coverage shall be maintained by the CONTRACTOR or subcontractor for a minimum of three (3) years following the termination of this contract, and the CONTRACTOR or subcontractor shall annually provide the COUNTY with proof of renewal.

J. Subcontractors – The CONTRACTOR shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontracts shall be subject to all of the requirements stated herein.

10. GRANT FUNDING/THIRD PARTY BENEFICIARY: The COUNTY is funding its obligations under this Agreement through a contract between Island County and Puget Sound Partnership, attached hereto as Exhibit "B." To the extent applicable to the CONTRACTOR's services under this Contract, the CONTRACTOR must comply with all the terms and conditions with which the COUNTY must comply under that grant. The Puget Sound Partnership is an express third-party beneficiary of this agreement between the COUNTY and CONTRACTOR.

11. CERTIFICATION REGARDING SUSPENSION AND DEBARMENT: The CONTRACTOR certifies to the best of its knowledge and belief it:

A. Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency.

B. Has not within a three-year period been convicted of or had a civil judgment rendered against her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, State,





**ISLAND COUNTY PUBLIC WORKS**

**WORK SESSION AGENDA**

**MEETING DATE: 11/12/2025**

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**To: Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From: Fred Snoderly, Director**

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**Amount of time requested for agenda discussion. 30 minutes**

**DIVISION: Solid Waste**

**Agenda Item No.: 1**

**Subject: Island Disposal, Inc. Residential Curbside Recycling Proposal**

**Description:** Proposal to increase solid waste management levels of service through the addition of residential curbside collection of recyclable materials to current curbside collection services.

**Attachment: Memorandum, Island Disposal Curbside Recycle Survey Results, Island Disposal, Inc. Curbside Recycle Proposal**

**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 Public Works

*Fred Snoderly, Director*

*James Sylvester, Assistant Director*

1 NE 7<sup>th</sup> Street, Coupeville, WA 98239 | [www.islandcountywa.gov](http://www.islandcountywa.gov)

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

Email: [F.Snoderly@islandcountywa.gov](mailto:F.Snoderly@islandcountywa.gov) | [J.Sylvester@islandcountywa.gov](mailto:J.Sylvester@islandcountywa.gov)

### MEMORANDUM

November 5, 2025

TO: Board of Island County Commissioners

FROM: James Sylvester, Assistant Public Works Director

RE: **Island Disposal, Inc. Residential Curbside Recycling Proposal**

Island Disposal, Inc. has proposed to increase solid waste management levels of service through the addition of residential curbside collection of recyclable materials to current curbside collection programs. Residential customers *choosing* (not required) to have curbside collection of solid waste would also receive, as part of the bundled service, curbside collection of designated recyclable materials. In 2012, this proposed level of service was adopted but subsequently repealed in 2013 following concerns about cost, flexibility and choice, resulting in the determination that “requiring curbside recycling be purchased with waste pick-up is too restrictive for waste collection customers at this time.”

As markets and management practices evolved, the approved *Island County 2020 Solid Waste and Moderate Risk Waste Management Plan*, which is currently being updated as required every five years, did recommend implementation of the proposed level of service. The level of service was again reviewed, and unanimously recommended, by the Island County Solid Waste Advisory Committee on April 15, 2024. On October 9, 2024 a preliminary Work Session discussion was held to present and discuss the new proposal, and a follow-up Work Session discussion was requested.

To assess current conditions, Island Disposal conducted a customer survey, mailed to 4,200 current curbside collection customers, which resulted in detailed community input from 2,156 respondents. Survey results are attached and will be presented. Any implementation of the proposal would require a public hearing and approval of a Minimum Level of Service Ordinance, describing and requiring the level of service. The ordinance would then be provided to the Washington State Utilities and Transportation Commission, by Island Disposal, as part of their application for amendment to tariff.



# Island Disposal Curbside Recycle Survey



# Survey Overview

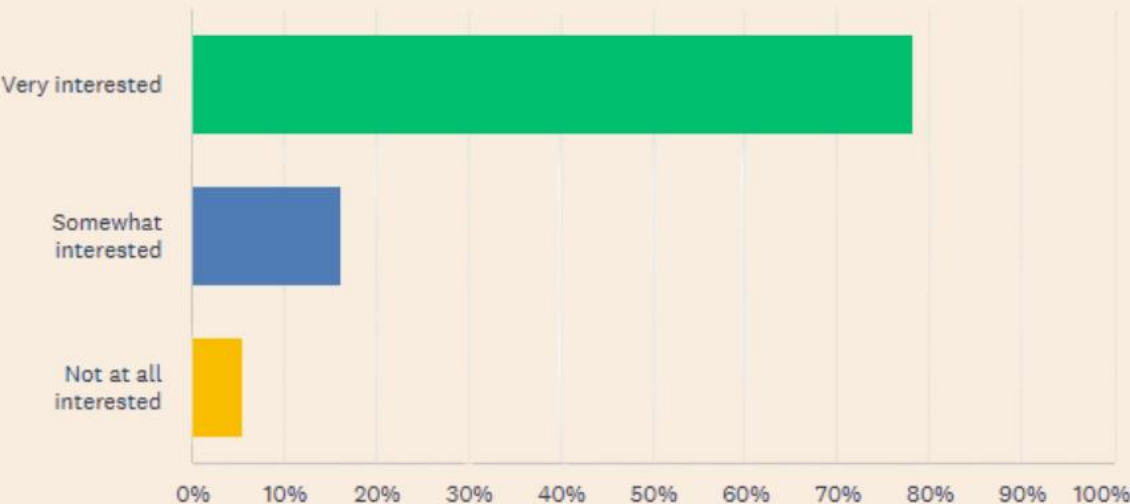
- 4,200 surveys sent out
- 2,156 respondents (51% response rate)
- 78% of respondents indicated a high level of interest in program
- 94% of respondents indicated some level of interest in program
- 1,006 respondents left a verbatim comment
- Verbatim comments overwhelmingly supportive with key questions or criticism surrounding acceptance criteria, cost, and whether material collected gets recycled.





# What is your level of interest in a residential curbside recycle program?

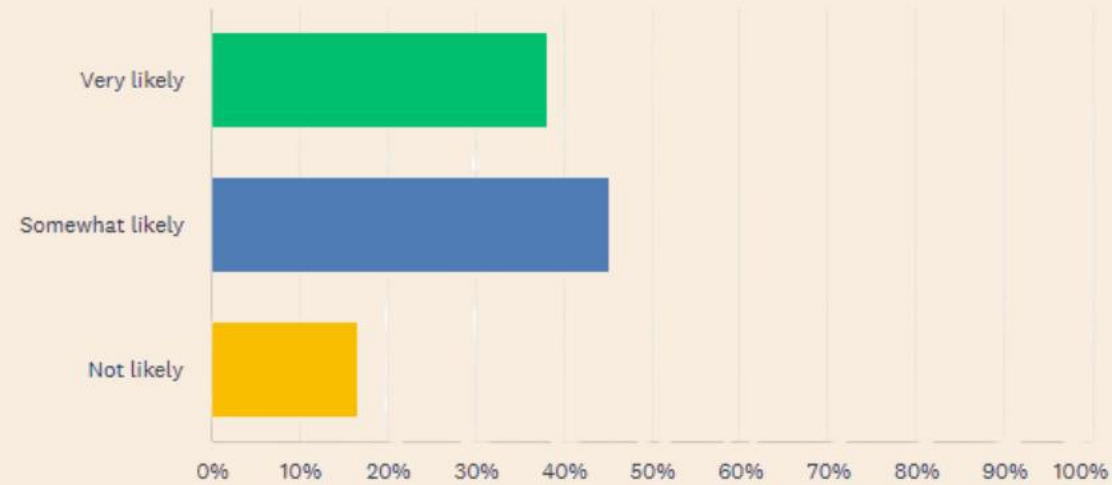
Answered: 2,156    Skipped: 3



ANSWER CHOICES	RESPONSES	
Very interested	78.15%	1,685
Somewhat interested	16.23%	350
Not at all interested	5.61%	121
TOTAL		2,156

# How likely will cost influence your decision to subscribe to residential curbside recycle services?

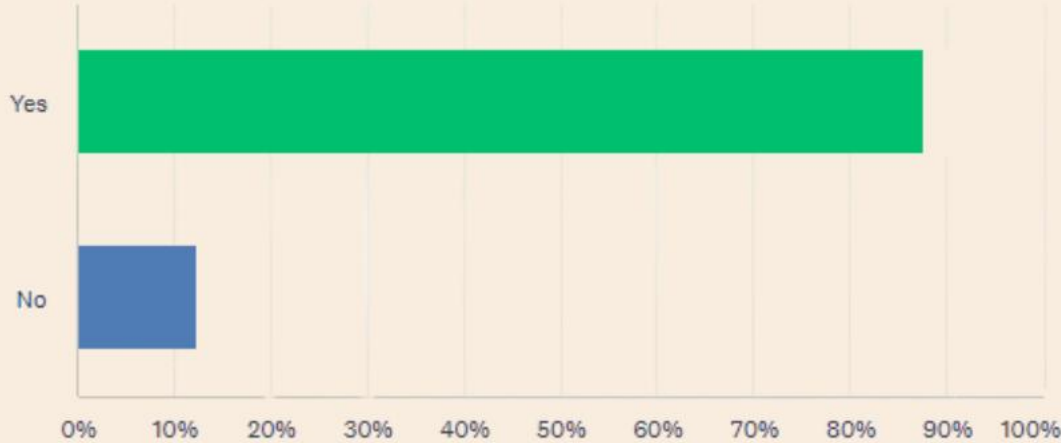
Answered: 2,154 Skipped: 5



ANSWER CHOICES	RESPONSES	
Very likely	38.25%	824
Somewhat likely	45.17%	973
Not likely	16.57%	357
TOTAL		2,154

Given the option, would you use an every-other-week (96 gallon) residential curbside recycle service?

Answered: 2,111    Skipped: 48

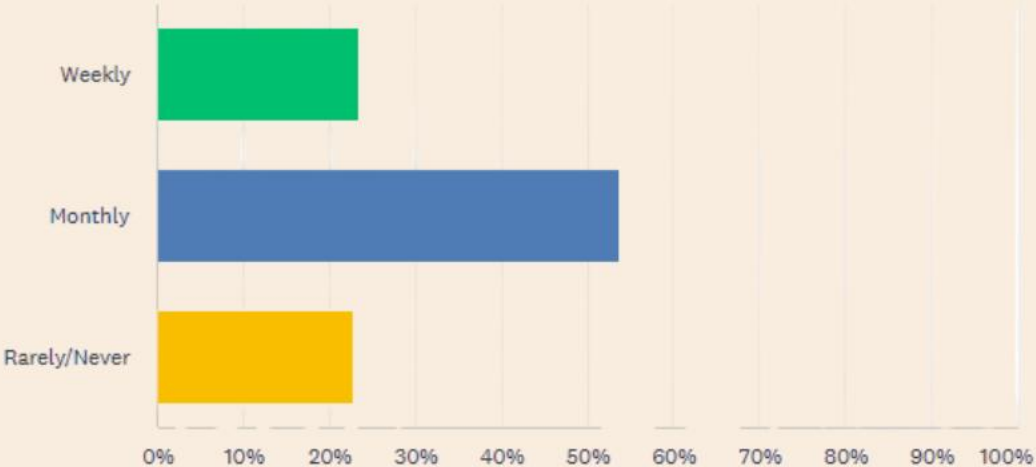


ANSWER CHOICES	RESPONSES	
Yes	87.73%	1,852
No	12.27%	259
TOTAL		2,111



# How frequently do you utilize the satellite recycle collection facilities in North Oak Harbor, Coupeville, or Bayview?

Answered: 2,153    Skipped: 6



ANSWER CHOICES	RESPONSES	
Weekly	23.50%	506
Monthly	53.69%	1,156
Rarely/Never	22.81%	491
TOTAL	2,153	

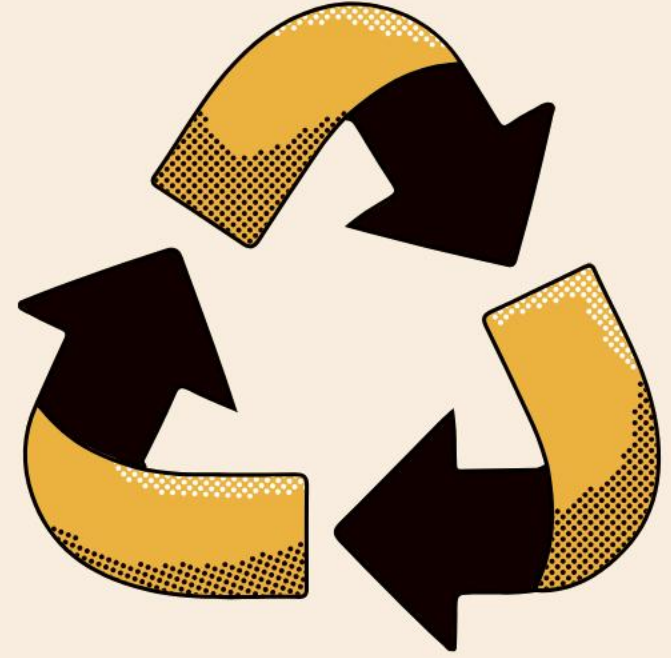


# Survey Public Comments



# The Need

- "PLEASE make the recycling pick up happen ASAP! It's a service we truly need on the island."
- "We are excited about this offering and hope that people are more encouraged to recycle given this option."
- "Please make this happen!! It would help so many people learn to recycle!"
- "Would love it! From Seattle and we recycled a lot more."
- "Please begin the recycling program!"
- "About 75% of our waste is recycling."
- "Would love to have this happen. More than half our trash is recyclables."
- "I would recycle more if we had an option here on the island"
- "As a newer, senior, homeowner on West Beach, I tried to recycle, but was discouraged by the time/effort it took. I was forced to add a second large garbage can to my weekly pickup, to dispose of recyclable items."
- "Would love to have curbside recycling. When not on Whidbey we go to CA where the family is. We have curbside recycling there and it's oh so convenient."
- "Whidbey Island really really should make recycling easier for our environment. Many are unable to drive and a curbside service would be so very helpful."







- 
- A yellow shopping bag with two black leaves on the front. The bag has a dotted texture and a yellow handle.

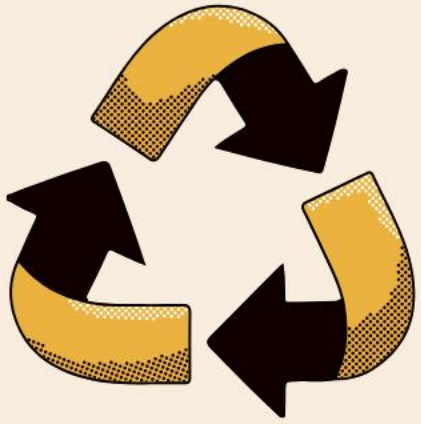


# The Convenience

- "We would also be VERY interested in Yardwaste Collection. We have a big yard and we need a place to put food spoils. In Seattle, we had our actual garbage bin down to a tiny size."
- "So excited for this to come to Whidbey! Recycling piles up in our house and it's such a trip to go to recycling centers (which are only open a few days per week). Would be very excited to get rid of recycling buildup more quickly in my home!"
- "As I age, it's harder to do everything I should be doing. Making recycling easier would really help me and the elderly. Thank you for considering this."
- "This would be a wonderful improvement to our community! Thank you for considering. I can see how this will be especially helpful for the elderly and disabled members of our community."
- "We use the Freeland recycling location since that is closest to us. It is used frequently. We absolutely need curbside recycling as soon as possible. Please! I would pay anything to have this service since I am disabled and the recycling piles up in the house"
- "I have a lot of recycling and it fills the house before I have the chance to take it to Bayview. It would be super helpful and desired to have a pick up option!"







# The Counterpoints

- "I want to be assured that the any items collected are actually recycled"
- "We have a ton but if you are going to charge then I will continue to take out of state where i get paid to bring my recycles"
- "Right now recycle is free at the available dumps, so cost would be a big factor."
- "The only way I'd consider using it is if my cost remained the exact same. I can take my recycling to the transfer center for free."
- "It should be free like every other city in the Seattle area."
- "I worry that curbside service would be too expensive for me."
- "Whether I would use this service is dependent on the price and what types of items would be allowed in the recycle bin."
- "If you do implement the recycle program, it would be nice that if you also take Glass as a place that we lived before did recycles, but did not take glass items because of breakage."
- "Take more recyclables, especially plastics. Include yard waste."
- "96 gallon seems large. And, would things actually be recycled?"
- "I honestly don't believe recycling is very effective or cost efficient."
- "Please don't add charges/fees for those of us who don't need/want to participate in recycling."



# **Island Disposal Residential Curbside Recycle Proposal**

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**October 2024**

**Introduction:**

At present, only residents of the City of Oak Harbor, the Town of Coupeville, and Naval Housing have access to curbside recycling services on Whidbey Island. This leaves nearly 70% of Whidbey Island residents without convenient access to recycling services. While Island County provides excellent drop box collection facilities for recycling, a recent customer survey conducted by Island Disposal revealed that over 87% of our customers desire a curbside collection program. This highlights a significant need for a more accessible and efficient recycling solution. Implementation of a curbside recycling program aims to address the overwhelming demand for convenient recycling services among our residents while supporting Island County's Solid Waste Management plan objectives.

**Proposal Details:**

- County Commissioners approve a minimum level of service ordinance that includes curbside recycling for each solid waste collection customer.
- Island Disposal customers would receive a 96-gallon recycle container for mixed recycling along with their existing garbage service.
- Acceptable items include plastics, paper, cardboard, and metals.

**Benefits:**

- Supports Island County's Solid Waste Management plan objectives, including waste reduction, encouraging recycling, and long-term capital planning.
- Provides residents with convenient access to recycling services, leading to increased participation and reduced environmental impact.
- By reducing the need for residents to travel to collection centers and the transfer station, the program would contribute to waste reduction and environmental stewardship goals.
- Offers cost savings for the community through economies of scale, with the bundled program being approximately 35% less expensive than a subscription-based model.
- Enables a faster implementation process, as the bundled program allows for immediate capital allocation without the uncertainty associated with subscription-based enrollment.

**Conclusion:**

The implementation of a bundled curbside recycling program represents a significant step towards achieving our shared goals of waste reduction, environmental stewardship, and community sustainability. By partnering with Island Disposal, Island County has the opportunity to provide residents with a convenient and cost-effective recycling solution while still having the option for residents to use the satellite collections facilities for glass and bulk recycling materials.

**Recommendation:**

We hereby request that Island County consider and support our proposal for implementing a bundled curbside recycling program. This initiative offers substantial benefits to residents, the environment, and the community at large, and represents a proactive step towards achieving our waste management goals.

# ISLAND COUNTY RESIDENTIAL RECYCLING

Island Disposal Proposal

## ISLAND DISPOSAL RECYCLING COMMITMENT

### MEET CUSTOMERS NEEDS & ENCOURAGE RECYCLING

Current programs require 70% of residential customers to self-haul recyclable material to outlying collection stations. It has become clear that residents desire an easier solution.

### SUPPORT ISLAND COUNTY SOLID WASTE COMP PLAN

Island County has committed to waste reduction and recycling as a priority. Island Disposal can, and does, play a vital role in this effort.

### WASTE DIVERSION/LANDFILL REDUCTION

Industry estimates show the United States currently has approximately 18 years of landfill capacity remaining. Diverting recyclable commodities from the landfill has never been more important.

### SUSTAINABLE MATERIALS MANAGEMENT

Island Disposal has a robust framework for collection of recyclable commodities, processing of material, and shipping to recovery centers. This role is integral to Washington State's initiative to promote sustainable materials management.

### COST MANAGEMENT

Island Disposal is committed to providing an environmentally responsible recycling program to Island Disposal's residents at a price point that is not cost prohibitive and *encourages* program utilization.







## IMPLEMENTATION OF COMBINED GARBAGE & RECYCLE SERVICE

Island Disposal would work in conjunction with Island County to implement a minimum level of service for garbage and recycle services. All customers who wish to take advantage of Island Disposal's waste services would also receive a 96 gallon recycling container that would be serviced every other week.

### BENEFITS:

- Lowers cost to customers for residential recycling.
- Significantly increases potential waste diversion and *encourages* recycling.
- All customers would have access to program immediately upon implementation.
- Aligns Island County with other jurisdictions and positions the county for adherence to future legislation.
- Decreases environmental impact by having stable and *efficient* routes.

### DISADVANTAGES:

- Island Disposal customers who do not wish to recycle would be required to have the service.



# ISLAND DISPOSAL PROPOSAL

A BUNDLED WASTE AND RECYCLE SERVICE ON THE ISLAND WOULD PROVIDE THE GREATEST BENEFIT TO ALL STAKEHOLDERS.

## Customer Impact

- Customers would have a convenient method to recycle waste.
- Customers would see their waste services bill increase by approximately \$6.50 per month. However, **many customers would be able to reduce garbage container size which would effectively lower their monthly waste services bill from current cost.**

## County Impact

- Aid the County in reducing transfer station costs through lower waste volumes.
- Support the County's commitment to waste reduction and recycling as a top priority.
- Fulfills Island County Solid Waste Plan for recycling recommendations.
- Aligns County with RCW 70.95.090(7)(b)(i)

## Environmental Impact

- Upwards of 145 tons\* of recyclable material diverted from the landfill **each month.**
- Fewer vehicles driving to satellite recycling stations reduces emissions and road wear.

\* Based on 28.5 lbs. of waste recycled per month (Town of Coupeville average) and current UTC regulated customer count of 10,000 customers



**ISLAND COUNTY PLANNING & COMMUNITY DEV.**

**WORK SESSION AGENDA**

**MEETING DATE: 11/12/2025**

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**To: Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From: Jonathan Lange, Director**

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**Amount of time requested for agenda discussion. 90 minutes**

**Agenda Item No.: 1**

**Subject: Required Development Code Updates**

**Description:** Planning staff drafted code updates to support the Comprehensive Plan's new housing allocations. These draft updates are necessary to implement the policies of the Housing and Land Use Elements.

**Attachments: Memo, Draft Development Code Updates**

**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

**Agenda Item No.: 2**

**Subject: 2025 Comprehensive Plan Schedule Update**

**Description:** The Long Range Planning team has developed an updated schedule for the comprehensive plan and will discuss with the Board for input.

**Attachments: Schedule**

**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

*Jonathan Lange, AICP, CFM*  
*Director*

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: Long Range Planning**  
**DATE: November 12, 2025**  
**SUBJECT: 2025 Comprehensive Plan Update – Required Development Code Updates**

Planning staff has drafted code updates to support Island County's Comprehensive Plan's new housing allocations. These draft updates are necessary to implement the policies of the Housing and Land Use Elements.

Updates are proposed to the following uses:

- Accessory Dwelling Units
- Affordable Housing
- Co-living Housing
- Emergency Shelter
- LAMIRD Uses (formerly RAID Uses)
- Rural Clusters and Rural Affordable Clusters (formerly PRDs)
- Temporary Uses
- Unit Lot Subdivision

Attachments:

- Draft Development Code Updates

For more information, please contact:

Emily Neff (360) 678 - 7807 or [e.neff@islandcountywa.gov](mailto:e.neff@islandcountywa.gov)

TITLE XVI - PLANNING AND SUBDIVISIONS  
Chapter 16.17 Planned Residential Development  
&  
TITLE XVII - ZONING

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**16.06.080 - ~~Reserved~~-Unit lot subdivisions.** A lot may be divided into separately owned unit lots and common areas, provided the following standards are met.

- A. Process. Unit lot subdivisions shall follow the application, review, and approval procedures for a short subdivision or subdivision, depending on the number of lots. Unit lot subdivisions follow the short subdivision process, found in ICC 16.06.050.C, when the parent lot is divided into four (4) or fewer unit lots or the subdivision process, found in ICC 16.06.050.D, when a parent lot is divided into five (5) or more lots.
- B. Applicability. A lot to be developed with middle housing or multiple attached or detached single-family residences, in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into individual unit lots as provided herein.
- C. Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable design and development standards found in Titles 16 and 17 ICC. For example, lot size, setbacks, and lot coverage are applied to the parent lot, not individual unit lots.
- D. Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.
- E. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.
- F. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.
- G. Notes shall be placed on the face of the plat or short plat as recorded with the county auditor to state the following:
  - 1. The title of the plat shall include the phrase "Unit Lot Subdivision."
  - 2. Approval of the development on each unit lot was granted by the review of the development, as a whole, on the parent lot.
- H. Effect of Preliminary Approval. Preliminary approval constitutes authorization for the applicant to develop the required facilities and improvements, upon review and approval of construction drawings by the County's reviewing departments. All development shall be subject to any conditions imposed by the County on the preliminary approval.
- I. Revision and Expiration. Unit lot subdivisions follow the revision and expiration procedures for a short subdivision.
  - 1. Provided that land within a short subdivision that has been recorded within five (5) years immediately preceding, may be further divided only by subdivision, except that, when the short plat contains fewer than four (4) lots, the owner may file an alteration or new application

TITLE XVI - PLANNING AND SUBDIVISIONS  
Chapter 16.17 Planned Residential Development  
&  
TITLE XVII - ZONING

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[within the five-year period to create up to a total of four \(4\) lots within the original short plat boundaries.](#)

**16.17 [Rural Clusters and Rural Affordable Clusters](#) ~~Planned Residential Development~~**

**16.17.010 Purpose.**

The purpose of this chapter is to establish a review process for certain types of residential development. The [Rural Clusters and Rural Affordable Clusters](#) ~~planned residential development (PRD)~~ ordinance will serve as an official control pursuant to Chapter 36.70 RCW; a development regulation pursuant to Chapter 36.70A RCW; and is designed for the following specific purposes:

- A. Produce a development which would be better than traditional lot-by-lot development, on either consolidated lots or unsubdivided property, through variety in design, placement of buildings, and use of open space, in order to capitalize on the special features of the individual site;
- B. Permit flexibility that will encourage a more creative approach in the development of land and will result in a more efficient, aesthetic, and desirable use of open space;
- C. Encourage the development of cluster housing, town houses, and other development concepts compatible with surrounding development and land uses;
- D. Leave more undisturbed open space and natural vegetation so that more rainwater drains into the soil for groundwater recharge, and there is a reduction in pollution, flooding, erosion, and drainage problems; ~~and~~
- [E. Provide for affordable housing and/or permanent supportive housing in a rural setting; and](#)
- ~~F~~[E](#). Protect rural character by:
  - 1. Containing or otherwise controlling rural development;
  - 2. Assuring visual compatibility with the surrounding rural area;
  - 3. Reducing the inappropriate conversion of rural zoned lands into large lots;
  - 4. Facilitating the protection of critical areas;
  - 5. Providing for wildlife and fish and wildlife habitat; and
  - 6. Reducing conflicts from residential uses with lands zoned rural agriculture, rural forest, or commercial agriculture.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-134-99 [PLG-041-99], November 23, 1999, vol. 44, p. 185)

**16.17.020 Applicability.**

This chapter shall apply to any residential development in the rural agriculture, rural forest, rural, or commercial agriculture zone where lots are to be clustered on a portion of the property or where allowed in the Freeland NMUGA pursuant to ~~e~~Chapter 17.06 [ICC](#).

~~A. — Type II decision. Any PRD where no more than four (4) dwelling units are proposed, shall be processed as a Type II decision pursuant to chapter 16.19. The proposed short subdivision (short platting) of land into four (4) or fewer lots shall be reviewed pursuant to chapter 16.06.~~

~~Each contiguous parcel in one (1) ownership shall constitute a separate parcel in determining whether a proposed PRD will be classified as a Type II or Type III decision. For five (5) years subsequent to the recording of a Type II PRD, further divisions of said property shall constitute an action requiring review as a Type III decision.~~

~~B. — Type III decision. Any PRD proposing five (5) or more dwelling units shall be processed pursuant to chapter 16.19 as a Type III decision. The proposed subdivision (long platting) of land into five (5) or more lots shall be reviewed pursuant to chapter 16.06.~~

~~C. —~~

Land division under ~~e~~Chapter 16.06 ICC may be processed separately or simultaneously with an application for rural cluster or rural affordable cluster ~~PRD~~ approval, provided that, when applications are processed simultaneously, a single fee shall be charged. Land division shall not be a requirement of a rural cluster or rural affordable cluster.

**Figure 1: Allowable Density**

<b>Rural cluster and rural affordable cluster allowable density</b>		
<u>Zoning</u>	<u>Rural Cluster</u>	<u>Rural Affordable Cluster</u>
<u>Rural</u>	<u>1 du per 2.5 acres</u>	<u>4 du per acre</u>
<u>Rural Agriculture</u>	<u>1 du per 5 acres</u>	<u>4 du per acre</u>
<u>Rural Forest</u>	<u>1 du per 5 acres</u>	<u>4 du per acre</u>
<u>Commercial Agriculture</u>	<u>1 du per 10 acres</u>	<u>Prohibited</u>
<u>Freeland NMUGA</u>	<u>8 du per acre</u>	<u>12 du per acre</u>

**Figure 2: Decision Types**

<b>Rural cluster and rural affordable cluster decision types<sup>1</sup></b>		
<u>Process</u>	<u>Type II</u>	<u>Type III</u>
<u>Rural Cluster</u>	<u>Up to four dwelling units</u>	<u>Five or more dwelling units</u>
<u>Rural Affordable Cluster</u>	<u>Up to twenty dwelling units</u>	<u>Twenty-one to twenty-four dwelling units</u>
<u>Rural Cluster – Subdivision<sup>2</sup></u>	<u>Resulting in up to four parcels</u>	<u>Resulting in five or more parcels</u>
<u>1 – Reviewed pursuant to Chapter 16.19 ICC</u>		
<u>2 – Reviewed pursuant to Chapter 16.06 ICC</u>		

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-45-88, June 20, 1988, vol. 28, p. 290; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

(Ord. No. C-49-19 [PLG-004-19], Exh. D, 6-18-2019)

### **16.17.030 Definitions.**

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Unless expressly noted otherwise, words and phrases that appear in this chapter and are also used in ~~§~~Title 16 or 17 [ICC](#) shall be given the meaning attributed to them in those titles. When not inconsistent with the context, words used in the present tense shall include the future; the singular shall include the plural and the plural the singular; the word "shall" is always mandatory and the words "may" and "should" indicate a use of discretion in making a decision.

**Buffer** means a separation designed to absorb potential conflicts between differing land uses, or to protect critical areas or significant natural features. Generally, buffers shall be left in a natural state, or, if necessary, may be supplemented by landscaping and are used so that structures, uses and roads, when site conditions permit, are screened from adjacent properties or public or private roads external to the [rural cluster or rural affordable cluster](#)~~PRD~~.

**Clusters or cluster design** means a development design technique that concentrates buildings in specific areas on a site to allow the remaining land to be used for open space including community area.

**Community area** means the area set aside for use by all residents of a subdivision or [rural cluster or rural affordable cluster](#)~~PRD~~ including clubhouses, recreational facilities, common storage areas, well sites and sanitary facilities.

**Dwelling unit** means [any building, or portion thereof that includes provisions for sleeping, cooking, and sanitation, as required by Island County code. Dwelling units include site-built homes, mobile/manufactured homes, modular homes, tiny homes, or one unit in a duplex, triplex, or fourplex.](#)

**Mobile/manufactured home park** means a tract of land under the ownership or management of one (1) person, firm or corporation where three (3) or more spaces are provided solely for the placement of mobile/manufactured homes for residential purposes. A mobile/ manufactured home park shall not include [rural clusters or rural affordable clusters](#)~~PRDs~~ or subdivisions, recreational vehicle parks or the placement of mobile/manufactured homes as authorized through a temporary use permit.

**Multi-family** means five (5) or more residential dwelling units in one (1) building or in building(s) joined by common walls. Multi-family housing does not include attached dwelling units in a [rural cluster or rural affordable cluster](#)~~PRD~~, duplexes, triplexes or fourplexes.

**Rural affordable cluster** means [a cluster residential project providing affordable housing approved by the board pursuant to Chapter 16.17 ICC. Density bonuses are available for rural affordable clusters.](#)

**Rural cluster**~~Planned residential development (PRD)~~ means a cluster residential project approved by the board pursuant to [Chapter 16.17 ICC](#). A [rural cluster](#)~~PRD~~ may include detached or attached dwelling units. [Density bonuses are available for rural clusters developed for affordable housing. See rural affordable cluster.](#)

**Screening** means a method of visually or acoustically shielding or obscuring one ~~(1)~~ form of land use from another by fencing, walls, berms, natural vegetation, landscaping, [topography](#), or any combination thereof.

(Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65)

~~Editor's note(s)—This section, as originally adopted, included a statement that capitalized words and phrases used to identify terms defined in this or other chapters. Because the capitalization~~



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~~convention was applied inconsistently throughout the Island County Code, and to be consistent with the conventions used by other state and local codes, defined terms are no longer capitalized in this Code. This change was authorized on February 26, 2015, pursuant to section 1.04.030.~~

#### **16.17.040 Application requirements.**

Except as provided in ~~section~~[ICC](#) 16.17.050, each application for approval of a [rural cluster or rural affordable cluster](#) ~~planned residential development~~ shall include the following information:

- A. A completed application in a format established by the County shall contain the following:
  1. Name, mailing address, and telephone number of the applicant, and if applicable, duly authorized representative;
  2. Assessor's tax account numbers of every parcel included within the proposal;
  3. Section, township, range, and quarter section;
  4. Signature(s) of the applicant(s);
  5. Legal description of the real property;
  6. Zoning classification;
  7. Approximate size (acreage or square feet) of the total property;
  8. If known by the applicant, date the parcel(s) were created as legal lot;
  9. If applicable, number of lots to be created;
  10. Proposed source of water supply [from a public water system](#), including the name of the provider ~~if to be served by a public system~~;
  11. Proposed method of sewage disposal, including the name of the district with jurisdiction, if to be served by sanitary sewer;
  12. Such fees as set by the board;
  13. If applicable, certificate of transportation concurrency;
  14. Assessor's quarter section maps including the following information:
    - a. Subject property;
    - b. Contiguous properties in the same ownership;
    - c. All parcels within a 300-foot radius of the subject property; and
    - d. Names and mailing addresses of property owners of parcels referenced above.
  15. Copies of soil logs registered with the Island County Health Department as required by ~~e~~Chapter 8.07 [ICC](#);
  16. If available, as-built drawings for existing septic systems;
  17. Documents that show means of legal access if the property does not abut a public road;
  18. Environmental checklist if required by ~~e~~Chapter 16.14C [ICC](#) and/or Chapter 197-11 WAC; and
  19. Reports and determinations that are required by Island County Critical Area ~~R~~regulations, under ~~e~~Chapter 17.02B [ICC](#).

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- B. A legible map drawn to scale that shall include or show the requirements listed below. Where location of a feature or structure is required, a site specific survey by a ~~registered~~ Washington State licensed land surveyor ~~is encouraged but not~~ shall be required:
1. Location and approximate dimensions of boundaries of land proposed to be developed, showing the full extent of the parcels(s) upon which the proposed rural cluster or rural affordable cluster ~~PRD~~ is located;
  2. All contiguous property in ownership of applicant;
  3. Location of proposed open space, community area and facilities ~~recreation areas~~;
  4. Approximate location and dimensions of existing and proposed structures and other improvements, such as drainfields, wells, driveways, and fences;
  5. Approximate location of existing and any accesses proposed, to all lots. Include, if available, existing access permit numbers;
  6. Approximate location, width, and name of every recorded easement, right-of-way for public service or utilities, serving or affecting the subject property and existing and proposed public and private roads within or adjacent to the proposal;
  7. Approximate location of existing drainage patterns and systems;
  8. If applicable, nature and location of proposed temporary and permanent stormwater systems;
  9. Approximate location of existing and proposed utilities, ~~including well sites~~;
  10. Approximate location of all soil test holes;
  11. Approximate location and dimensions to appropriate map scale of the natural features of the site, including but not limited to:
    - a. Ravines and slopes greater than thirty-five (35) percent with tops and toe of slope identified;
    - b. Critical areas and their buffers on-site or off-site when they may affect the proposal; and
    - c. Shorelines and approximate line of ordinary high water mark.
  12. Title block on the lower right corner of the rural cluster or rural affordable cluster ~~PRD~~ map to include:
    - a. Name, address, and telephone number of the applicant(s); and
    - b. Date of drawing.
  13. Legal description of the property proposed for the rural cluster or rural affordable cluster ~~PRD~~;
  14. Legend that includes:
    - a. Site address if assigned and tax assessor parcel number of the property proposed for the rural cluster or rural affordable cluster ~~PRD~~; and
    - b. Total approximate area of the site and approximate area of each proposed and existing parcel or lot.
  15. North arrow; and

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16. Engineering scale and bar scale (not larger than ~~1" = 20'~~ one (1) inch to twenty (20) feet or smaller than ~~1" = 200'~~ one (1) inch to one hundred (100) feet).

- C. A written statement of the general purposes of the project and an explanation of all features pertaining to use and other pertinent matters not readily identifiable in map form. Such explanatory text may specify uses permitted on the site and in particular the area to be designated community area, if any, or other necessary restrictions. Such text, as approved by the approving authority shall constitute a contractual limitation to those uses and standards otherwise provided for in the Island County Code;
- D. A general landscape plan, drawn to scale, showing open space including community area, significant landscape features and vegetation on the site, and the location and design of landscaped area, the types and sizes of trees and plant materials to be planted on the site, and other pertinent landscape features and irrigation systems required to maintain trees and plant materials.
- E. A visual analysis/representation to identify the effect of the proposed development on surrounding properties and uses;
- F. A conceptual plan showing location and design of roadway and community area lighting and rural cluster or rural affordable cluster~~PRD~~ signage.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-02-08 [PLG-011-07], March 17, 2008, effective July 1, 2008, vol. 2008, p. 113)

(Ord. No. C-75-14 [PLG-006-14], Exh. D, 9-22-2014; Ord. No. C-86-17 [PLG-009-17], Exh. A, 8-15-2017)

#### **16.17.050 Modification of application requirements.**

The Planning Director may waive or modify any required portion of ~~section~~ICC 16.17.040 deemed unnecessary or redundant to the purposes of this chapter, or may establish any subset of ~~section~~ICC 16.17.040 as application requirements to adapt to specific and unique site conditions or to allow adjustment for projects of limited scale and impact; provided further that any interested party, at the public hearing on the proposal, may question whether sufficient information has been provided to address the review criteria of ~~section~~ICC 16.17.060.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65)

#### **16.17.060 General conditions of approval.**

No application for a rural cluster or rural affordable cluster~~PRD~~ shall be approved unless a specific finding is made that the proposal is appropriate in the location for which it is proposed. This finding shall be based on the following criteria:

- A. The proposed rural cluster or rural affordable cluster~~PRD~~ shall not result in a significant adverse environmental impact that cannot be mitigated by reasonable mitigation measures.
- B. Rural clusters or rural affordable cluster~~PRDs~~ outside of the Freeland NMUGA will be adequately served by rural governmental services as defined by chapter 17.03, will not impose an undue burden on any of the improvements, facilities, utilities, or services existing or

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planned to serve the area, and will not require in the future urban governmental services as that term is defined by ~~e~~Chapter 17.03 ICC or ~~e~~Chapter 17.06 ICC, as applicable.

- C. The subject site is physically suitable for the type, density and intensity of the use being proposed.
- D. For properties outside the Freeland NMUGA, the proposed use and its design provide a better opportunity to protect rural character as defined by ~~e~~Chapter 17.03 ICC than a traditional subdivision or short subdivision.
- E. Except for the designated open space and access road, proposals within the rural agriculture or commercial agriculture zones shall not be located on prime agriculture soils or interfere with commercial agriculture or commercial forest use of the land.

In approving an application for a rural cluster or rural affordable cluster~~PRD~~, the decision-making authority may impose conditions to carry out the above criteria. Any such conditions shall be supported by a written finding and have a direct nexus to and be limited to those specific actions necessary to carry out these criteria.

(Ord. C-134-99 [PLG-041-99], November 23, 1999, vol. 44, p. 185)

(Ord. No. C-49-19 [PLG-004-19], Exh. D, 6-18-2019)

#### **16.17.070 Specific criteria for approval.**

- A. No application for rural cluster or rural affordable cluster~~PRD~~ approval shall be approved unless it meets the requirements of this section. No development pursuant to an approved rural cluster or rural affordable cluster~~PRD~~ shall be undertaken unless it meets the requirements of ~~t~~Titles 8, 11, 13, 16, and 17 ICC.
- 1. Preservation of natural features.
  - a. Proposed structures, uses and roads shall be located to minimize disturbance to natural features by, for example, minimizing tree and soil removal.
  - b. Open space, in the amount required by ~~e~~Chapter 17.03 ICC or ~~e~~Chapter 17.06 ICC, as applicable, shall be clearly defined and protect natural features in the following order of importance or priority:
    - (i) First, include critical areas designated and regulated by ~~e~~Chapter 17.02B ICC;
    - (ii) Second, for ~~CA~~commercial agriculture and ~~RA~~rural agriculture zoned lands include areas of prime agricultural soils identified by NRCS;
    - (iii) Third, include areas useful for wildlife and fish and wildlife habitat; and
    - (iv) Fourth, include natural features, identified by the applicant, that are important to the overall design of the rural cluster or rural affordable cluster~~PRD~~.
  - c. When site conditions permit, open space aggregation is encouraged into one (1) contiguous area ~~and~~
  - d. Open space shall not include areas set aside for private yards.
- 2. Relationship of proposed structures, uses and roads to site and surrounding area.
  - a. Dwelling units shall be grouped in clusters with each dwelling unit having visual and/or physical access to open space.

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- b. No more than ~~eight (8)~~~~six (6)~~ dwelling units shall be included in a cluster, however a rural affordable cluster may include up to twenty-five (25) dwelling units.
  - ~~c. A cluster shall be separated from other clusters by at least 200 feet of open space, except this requirement may be reduced if required to protect natural features or if the proposed separation provides a sight-obscuring buffer.~~
  - ~~cd.~~ When natural vegetation exists, structures, uses and roads shall be located so they are screened from public roads and adjacent properties.
  - ~~de.~~ Placement of structures, uses or roads on undisturbed, forested ridgelines should be sited to minimize tree and soil removal.
  - ~~ef.~~ Lighting fixtures shall be shielded, hooded and oriented towards the ground so that direct rays of light from the lighting sources are not visible past the property boundaries. The maximum number of lighting fixtures should be adequate to light the use for safety, security, operations and visibility, appropriate to the type of use.
  - ~~fg.~~ For rural clusters or rural affordable clusters~~PRDs~~ located adjacent to ~~RA, RF, CA, AP~~rural agriculture, rural forest, commercial agriculture, and airport zoned lands or critical areas, the open space area shall be located between these lands or areas and proposed structures and uses.
3. Traffic and circulation.
- a. Vehicular access shall be designed and located to minimize interference with traffic flow on adjacent roads.
  - b. Access points on the site shall not interfere with access to adjacent properties.
  - c. Interior roads shall be designed to minimize conflicts between pedestrian and vehicular circulation.
  - d. Interior roads and parking areas shall be designed so there are no conflicts between the maneuvering areas for the parking spaces and the major circulation through the sites.
  - e. Driveways, roads and parking areas shall be designed so exiting vehicles are not required to back out into a public or private road that is external to the rural cluster or rural affordable cluster~~PRD~~.
  - f. When possible, provide two access points to the rural cluster or rural affordable cluster to assist with emergency operations, the second access point may be gated as long as the local fire district is provided with access (Knox box or similar).
4. Utility service. When feasible, electrical, telephone, and cable utility lines shall be installed underground.
5. ~~Recreational~~Community facilities.
- a. Clubhouses, beaches, swimming pools, exercise pathways, tennis courts, and other ~~special~~active or passive recreation features are encouraged.
  - b. When site conditions permit, recreational structures shall not be located adjacent to public or private roads that are external to the rural cluster or rural affordable cluster~~PRD~~.
- B. The above review criteria shall be in addition to any standards or requirements established by applicable state and county laws or ordinances. They are not intended to be absolute in nature or to discourage creativity, innovation or full use of the site. The approving authority shall have the authority to modify standards contained within criteria as may be found necessary. However, said

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modifications shall be made only to ensure that the proposal is adapted to any unique or special site feature and is compatible with surrounding land uses.

C. **Rural affordable clusters.** Purpose. A rural affordable cluster development is a small cluster of residences and related structures intended to provide opportunities for affordable housing in rural areas. In an effort to provide affordable housing opportunities in a rural setting, these codes have been crafted to protect the rural character. The standards and procedures provided below are intended to ensure that such developments remain compatible with the rural, agricultural, and natural character of rural and resource lands; prohibit suburban sprawl; and do not require urban-level services.

B. Applicability. An applicant intending to develop a rural affordable cluster must file a use permit application, subdivision or binding site plan application appropriate under Title 16 ICC.

C. Minimum standards.

1. Land use districts.

- a. The rural affordable cluster may be located within any of the following land use districts: rural, rural agriculture, or rural forest.
- b. A rural affordable cluster shall not be located in an urban growth area nor in any of the following land use districts: rural residential, rural village, rural center, rural service, Camano gateway village, airport, light industrial, or commercial agricultural district.
- c. The developed portion of a rural affordable cluster shall not be located in lands subject to the Shoreline Management Act or flood hazard areas.

2. Project site and unit ownership.

- a. The project site shall consist of the entirety of one or more legal lots of record, and shall be in a single ownership. Any portion of the site not sold for affordable housing shall remain in such ownership as part of the rural affordable cluster development for the duration of the use.
- b. Individual residential units may be rented, leased or sold, consistent with the purpose of this section.
- c. Further subdivision of the parcel or parcels shall be consistent with the purpose of this section.

3. Affordable housing.

- a. All residential units within a rural affordable cluster must be affordable housing meeting the standards of ICC 17.03.180.GG.
- b. Prior to issuance of any building permit for the project, the applicant shall grant an affordability covenant for the site to Island County for the purpose of affordable housing development, subject to such conditions and limitations as the County may require.

4. Site design.

- a. The site design of the rural affordable cluster development shall comply with the site design guidelines of ICC 16.17.070 and subsection (G) of this section.
- b. The site design of the project as a whole shall comply with the applicable dimensional standards of Table 1 – Buffer Width Requirements.

5. Maximum allowable residential density and number of dwelling units.



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- a. A rural affordable cluster development shall not be subject to the density requirements of the land use district in which it is located, except for such requirements in which rural affordable cluster development is regulated by name.
    - b. A rural affordable cluster development shall have a maximum density of four (4) units per acre and a maximum of twenty-four (24) dwelling units.
    - c. A rural cluster development in the Freeland NMUGA shall have a maximum density of eight (8) units per acre. A rural affordable development in the Freeland NMUGA shall have a maximum density of twelve (12) units per acre.
  - 6. Allowed and accessory uses, and accessory structures. Only residential uses are allowed except as provided below. Accessory uses shall be limited to those appropriate and necessary to residential and agricultural use, including the following:
    - a. Common kitchen, meeting, and active or passive recreation areas for residents and their guests;
    - b. Bulk storage and parking for RVs, boats, trailers, etc. A bulk storage/parking area may be provided within a rural affordable cluster. Said parking area shall be separated from all other parking facilities, shall be provided with some means of security, and shall be visually screened with a vegetative buffer or fence. In no case shall anyone reside in a RV within a rural affordable cluster.
    - c. Offices for a nonprofit housing provider owning or operating the project, and/or providing onsite services, not to exceed 1,000 square feet of floor area.
  - 7. Prohibited uses. The following uses shall be prohibited in a rural affordable cluster:
    - a. Camping.
    - b. Overnight lodging, including short term rentals.
    - c. Home occupations or home industries.
    - d. Storage, mini-storage, and/or outdoor storage, including junk or junk vehicles, except for a bulk storage or parking area as allowed in ICC 16.17.070.C.6.b.
  - 8. Square footage limitations for dwelling units and accessory structures.
    - a. The net floor area per dwelling unit for the project shall not exceed 1,500 square feet.
    - b. No individual dwelling unit or accessory structure shall exceed 2,000 gross square feet.
  - 9. Access to shorelines – common easements. A rural affordable cluster adjacent to water and subject to the jurisdiction of the Shoreline Master Program shall dedicate a common area for residents’ access to the shoreline area.
  - 10. Water quality. Meet the requirements specified in Chapter 8.09 ICC.
  - 11. Water quantity. Demonstrate adequate and available water to serve the development (see also ICC 8.09.055).
  - 12. Stormwater management. Meet the requirements and standards of Title 11 ICC.
  - 13. Open space and landscaped areas shall be designed as an integrated part of the rural affordable cluster rather than as an isolated element. A landscaping plan shall be prepared consistent with the requirements of and incorporating the development standards in ICC 17.03.180.P. Landscape screening shall be established along the perimeter, appropriate to the project and its surrounding environment per Table 1 – Buffer Width Requirements.

**TABLE 1 – Buffer Width Requirements**

<u>Site characteristics and surrounding development</u>	<u>Minimum buffer width</u>	<u>Minimum buffer width with reduction</u>	<u>Requirements for buffer width reduction</u>
<u>Buffer from exterior when site is primarily forested</u>	<u>100 feet</u>	<u>80 feet</u>	<u>Sight-obscuring natural features serve as a visual buffer; or</u> <u>Additional landscape screening per ICC 17.03.180.P.3</u>
<u>Buffer from exterior when site is primarily meadow or pasture</u>	<u>200 feet</u>	<u>160 feet</u>	<u>Sight-obscuring natural features serve as a visual buffer; or</u> <u>Additional landscape screening per ICC 17.03.180.P.3</u>
<u>Buffer from exterior when site is abutting a LAMIRD</u>	<u>100 feet</u>	<u>80 feet</u>	<u>Sight-obscuring natural features serve as a visual buffer; or</u> <u>Additional landscape screening per ICC 17.03.180.P.3</u>
<u>Separation buffers between clusters</u>	<u>150 feet</u>	<u>100 feet</u>	<u>Sight-obscuring natural features serve as a visual buffer; or</u> <u>Additional landscape screening per ICC 17.03.180.P.3</u>

14. Roads, streets, and access drives within and adjacent to the rural affordable cluster shall meet the requirements specified in ICC 16.17.070.A.3.

15. Parking shall be screened from view from public rights-of-way.

D. Limitation on number of rural affordable clusters. The number of rural affordable cluster developments outside of an NMUGA shall not exceed the following:

1. Not more than three rural affordable clusters per island in any one calendar year;

2. In any calendar decade:

a. Not more than 200 dwelling units; and

b. Not more than 100 dwelling units on any one island.

3. Application requirements for rural affordable cluster developments shall be as found in ICC 16.17.040. The administrator may establish procedures for submitting applications for rural affordable cluster developments, and may establish criteria for competitive evaluation of such applications if more applications are received than may be approved for a given calendar year period. Such evaluation may consider the location of the proposed clusters in relation to identified housing need; the number of units provided; the availability of units to income groups and household types, including families with children, in greatest need of affordable

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housing; the current allocation of such clusters among the various islands; the design and location of the clusters for which applications are received; and the demonstrated ability of the applicant to perform based on financial and other factors. In developing such criteria and evaluating competing projects, the administrator shall consult with the housing advisory board.

F. Separation. A rural affordable cluster development outside of a NMUGA shall not be developed in such a way that any habitable structure is located within 1,200 feet of a habitable structure in a separate rural affordable cluster development.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65; amended by Ord. C-134-99 [PLG-041-99], November 23, 1999, vol. 44, p. 185)

(Ord. No. C-75-14 [PLG-006-14], Exh. D, 9-22-2014; Ord. No. C-86-17 [PLG-009-17], Exh. A, 8-15-2017; Ord. No. C-49-19 [PLG-004-19], Exh. D, 6-18-2019)

#### **16.17.080 Review process and approving authority.**

Applications for planned residential developments shall be processed pursuant to chapter 16.19.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

#### **16.17.090 Approval.**

Upon approval of a rural cluster or rural affordable cluster~~PRD~~, the approving authority shall affix his/their signature(s) in an appropriate place on the plan, along with a brief statement that the authority has granted approval of the rural cluster or rural affordable cluster~~PRD~~ referencing any conditions of approval, if any, and the date of approval.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

#### **16.17.100 Limitations and conditions.**

The approving authority shall have the authority to place on any rural cluster or rural affordable cluster~~PRD~~ granted approval, appropriate limitations and conditions to insure that the development is consistent with applicable ordinances, plans, and policies of Island County and to carry out the recommendations of the reviewing departments as applicable.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-58-91, March 11, 1991, vol. 32, p. 262; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

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### **16.17.110 Open space and community area.**

- A. All land proposed as open space must be established and conveyed by conservation easement under one (1) of the following options:
  - 1. It may be conveyed to a public agency that will agree to maintain the open space and any buildings, structures, or improvements which have been placed on it; or
  - 2. When no maintenance of the open space is required, it may be conveyed to all new owners in undivided joint ownership; or
  - 3. When maintenance of the open space is required and the applicant does not propose to remain responsible for maintenance, then a homeowners' association or similar organization shall be established by covenant for the maintenance of the open space. Membership in the association or organization, and dues or other assessment for maintenance purposes shall be mandatory.
- B. The open space must be subject to covenants approved by the county which restrict the open space to the uses specified in the [rural cluster or rural affordable cluster](#) ~~PRD~~ application and which provide for the maintenance of the open space in a manner which assures its continuing use for the intended purpose.
- C. Open space may not be put to any use not specified in the application unless the [rural cluster or rural affordable cluster](#) ~~PRD~~ has been amended by Island County to permit said use. However, no change of use so authorized may be considered as a waiver of any of the covenants limiting the use of open space, and all rights to enforce these covenants against any unpermitted use are expressly reserved by the county.
- D. A portion of any required open space [area](#), not to exceed fifteen (15) percent [of the total site area](#), ~~area~~ may be designated community area.
- E. Community area may be used for well sites, drain fields or recreational purposes. The uses authorized for the community areas must be appropriate to the scale and character of the planned residential development considering its location, size, density, expected population, topography, and the number and type of dwellings to be provided.
- F. [Open space shall include a minimum of 45 percent of the gross site area except in designated resource lands, where 65 percent is required, and in the UGAs where 75 percent is required.](#)
  - 1. [Required buffers per Table 1 – Buffer Width Requirements may be counted toward the open space calculation.](#)
  - 2. [Where practicable, open space tracts within a rural cluster or rural affordable cluster shall be located contiguous to designated open space tracts on adjacent properties.](#)
  - 3. [Open space shall be configured so that it is adjacent to or directly across the street from as many of the clustered lots as practical.](#)

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

### **16.17.120 Dedications and reservations.**

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Provision for open space, drainage ways, streets or roads may be made by dedicating land for public use, by reserving land for future public acquisition and development, or by conveying land or easements therein to nonprofit corporations for use by all or a limited segment of the public. All dedications and reservations shall be recited on the face of the [rural clusterPRD](#) as well as incorporated in such documents as may be needed to reflect the assignment of interest. Dedications shall be required by the county only when the need for such dedication is supported by the site specific impacts of the proposed [rural clusterPRD](#) and/or uses allowed in the [rural clusterPRD](#) by [eChapter 17.03 ICC](#) or [eChapter 17.06 ICC](#), as applicable. Refusal of the approving authority to accept a dedication shall not be grounds for disapproval of the [rural clusterPRD](#).

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65)

(Ord. No. C-49-19 [PLG-004-19], Exh. D, 6-18-2019)

#### **16.17.130 Development in conformity with [rural clusterPRD](#).**

Where the approving authority approves a [rural clusterPRD](#), any and all development and use of the land to which the [rural clusterPRD](#) pertains shall be in conformity with the [rural clusterPRD](#) as finally approved. Further, no development pursuant to an approved [rural clusterPRD](#) shall be undertaken without meeting the requirements of [Titles 8, 11, 13, 16, and 17](#).

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

#### **16.17.140 Rural cluster ~~PRD~~-amendments.**

An approved [rural cluster](#)~~planned residential development~~ may be amended by the same procedures provided under this chapter for the original [rural clusterPRD](#) approval. For purposes of this chapter, amendment shall include changes in building layout, type or size, changes to open space, community area, or improvements thereto, modifications of conditions of approval and changes in approved uses; provided, that changes that comply with all previously-imposed conditions of approval shall not require a [rural clusterPRD](#) amendment unless alterations in building layout, open space, community area, circulation, project phasing, building type or size are proposed, that may generate environmental impacts not considered in the previous [rural clusterPRD](#) approval.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65)

#### **16.17.150 Expiration of [Rural Cluster and Rural Affordable ClusterPRD](#) approval.**

The approval of a [rural cluster or rural affordable clusterPRD](#) under this chapter is conditioned upon compliance with the conditions of approval, and any building permits obtained pursuant thereto being utilized within five (5) years after the effective date of said [rural cluster or rural affordable clusterPRD](#) approval. If the permit or permits are not utilized or construction work is not initiated within said time and carried on diligently in accordance with the conditions imposed by the county pursuant to [rural](#)

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~~cluster or rural affordable cluster~~~~PRD~~ approval, the ~~rural cluster or rural affordable cluster~~~~PRD~~ shall become null and void and any approval, permit, or conditions granted thereby shall be deemed to have lapsed, provided that the five-year time period may be extended by the approval of a phasing plan.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Res. PLG-036-92, June 15, 1992, vol. 34, p. 148; amended by Ord. PLG-027-93, May 10, 1993, vol. 35, p. 386; amended by Ord. PLG-051-93, October 25, 1993, vol. 36, p. 241; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

#### **16.17.160 Penalties and enforcement.**

- A. Any ~~rural cluster or rural affordable cluster~~ ~~planned residential development~~ approved under this chapter and its requirements shall be legally enforceable on any subsequent purchaser or other person acquiring ownership of the land subject to the planned residential development or any lot, tract, or parcel of such land, as well as on the applicant(s) and owner(s) of the land who obtained planned residential development approval.
- B. Any violation of a ~~rural cluster or rural affordable cluster~~ ~~planned residential development~~ approved by Island County shall be considered a violation of ~~Chapter 17.03 ICC~~ or ~~Chapter 17.06 ICC~~, as applicable, and shall be subject to all of the remedies and penalties provided for in said chapter.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-90 [PLG-011-90], June 25, 1990, vol. 31, p. 249; amended by Ord. C-170-90 [PLG-028-90], October 1, 1990, vol. 31, p. 449; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38)

(Ord. No. C-49-19 [PLG-004-19], Exh. D, 6-18-2019)

#### **16.17.170 Severability.**

If any provision or provisions of this chapter or its/their application to any person or circumstance is held invalid, the remainder of this chapter and the application of such provision or provisions to other persons or circumstances shall not be affected. (Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205)



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### 16.17.180 Effective date.

The amendments to this chapter shall take effect ~~December 1, 1998~~ [following approval and expiration of any associated appeal periods](#), and shall apply to new applications submitted on or after that date and to incomplete applications filed prior to that date.

(Ord. PD-84-19, November 26, 1984, effective December 31, 1984, vol. 23, p. 205; amended by Ord. C-87-98 [PLG-022-98], September 29, 1998, vol. 43, p. 13; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65)

### 17.03.035 Use tables.

A. **How to use these tables.** These tables are intended to assist you in identifying allowable uses within the zoning districts of Island County. These tables will also provide applicable information about permit types, land use decision types, and conditions and limitations for specific land uses at various levels of intensity. Table Components include:

- Permit Types, Conditional Uses, and Prohibited Uses
- Decision Types
- Footnotes and References
- APZ Allowed Uses

1. **Permit Types:** This section represents all prescriptive uses allowed in one (1) or more zoning districts that have been adopted into the Island County Zoning Code. Each table will have a list of uses that intersect with each zoning district, outlining whether the use is permitted, requiring a type one (1) review process or conditional, requiring a Type II or Type III review process. You will notice that some uses are both permitted and conditional and still other uses are listed as both a Type II and a Type III decision. This means that land use standards other than zoning will dictate if and how the use may be established. For definitions see section 17.03.040.
2. **Permitted Uses (P/I):** Uses labeled as "P/I" are reviewed as a Type I Ministerial decision pursuant to [Chapter 16.19 ICC](#).
3. **Conditional Uses (C/II or C/III):** Uses labeled as "C/II or C/III" require a site plan approval pursuant to chapter 16.15 and are required to be processed as an Administrative (Type II) or Quasi-Judicial (Type III) decision pursuant to [Chapter 16.19 ICC](#). The land use standards that may govern the siting of the specific use which is found in [section ICC 17.03.180](#).
4. **Prohibited Uses (x):** Uses expressly prohibited by this chapter are depicted with an "x". Urban Growth Areas: Expressly prohibited uses are not shown in the use table. These uses will remain listed within each the specific zoning district.
5. **Decision Types:** In the consolidated tables, each permit type will have an associated decision type. The decision type refers to the type of review process required for a specific use. A detailed description of the land use decision process can be found in [Chapter 16.19 ICC](#).

**I = Type I permitted use**—Ministerial decision.

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**II = Type II conditional use**—Administrative decision.

**III = Type III conditional use**—Hearing Examiner decision.

**IV = Type IV conditional use**—Requires Board of County Commissioners approval.

6. **Footnotes and References:** Each table has related Footnotes and References. These identify or reference any additional standards or conditions associated with a specific use. Standards can be limitations and/or thresholds that trigger requirements for higher levels of review. Conditions outline criteria that must be met in order for a specific use to be allowed in a certain zoning district.
  - a. Footnote: The table footnotes state any additional standard or condition for a particular use that is not found in any other section or chapter of this code. The number of a footnote will always correspond with a number in the table.
  - b. Reference: The reference column show relevant sections of code that contain additional standards or conditions for the use. The references will cite specific sections related to a specific use. These sections may outline limitations, threshold triggers for higher levels of review, and/or other additional criteria associated with the use.
7. **Aircraft Accident Potential Zone (APZ):** A section of each table is dedicated to uses allowed within the Accident Potential Zone (APZ). Within the APZ section there are three (3) separate zones: Clear Zone, APZ I, and APZ II. Within the consolidated land use tables each APZ zone will intersect with each of the listed uses showing if the use is allowed, not allowed or unlisted.
  - a. Allowed Uses: A use that is allowed in a specific section of the APZ will show a "Yes" at the intersection point of the use and the zone.
  - b. Not Allowed Uses: A use that is not allowed within a specific section of the APZ will show a "No" at the intersection of the use and the zone.
  - c. UGA APZ: The APZ table for the Urban Growth Area was not consolidated into the comprehensive use table, and can be found in the APZ land use standards ([section ICC 17.03.180.Z.2](#)).
8. **Unlisted Uses:**
  - a. All uses not explicitly allowed or explicitly prohibited will be considered an unlisted use. All unlisted uses should be classified into an allowed or not allowed use through a code interpretation pursuant to [section ICC 17.03.190](#).
  - b. APZ: Any use that has an asterisk under the APZ section is considered unlisted. These uses were not identified or considered at the time the Accident Potential Zone was adopted into Island County Code. Unlisted uses shall follow the zoning code interpretation process ([section ICC 17.03.190](#)) with consideration of the most recent AICUZ Study Update for Naval Air Station Whidbey Island's Ault Field and Outlying Landing Field Coupeville.

- B. **Rural Lands Use Table.** Uses in the Rural (R), Rural Agriculture (RA), Rural Forest (RF), Commercial Agriculture (CA), and Parks (PK) zoning districts shall be as shown in Table 17.03.035.B.

Table 17.03.035.B. Rural Lands Uses		ZONING DISTRICT					ICC References	APZ		
Type I Permitted Use - Ministerial Decision	APZ Overlay	Rural	Rural Agriculture	Rural Forest	Commercial Agriculture	Parks				
Type II Conditional Use - Administrative Decision	Prohibited									
Type III Conditional Use - Quasi-Judicial Decision	May be Permitted									
Prohibited = X	* Not identified									
RESIDENTIAL USES		R	RA	RF	CA	PK	See Also...	CLEAR ZONE	APZ I	APZ II
Accessory dwelling unit, attached or detached		P/I	P/I	P/I	P/I		17.03.180.I	No	No	Yes
Accessory use or building		P/I <sup>(1)</sup> C/II <sup>(1,2)</sup>	P/I	P/I	P/I			No	Yes	Yes
Farm worker housing			P/I		P/I			No	No	Yes
Group home		P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>		17.03.180.L(4),(5)	No	No	No
Mobile/manufactured home(s)		P/I	P/I	P/I	P/I		17.03.180.N	No	Yes	Yes
Mobile/manufactured home park		C/III		C/III			17.03.180.O	No	No	No
Single family dwelling		P/I	P/I	P/I	P/I	P/I <sup>23</sup>		No	Yes	Yes
COMMERCIAL USES		R	RA	RF	CA	PK	See Also...	CLEAR ZONE	APZ I	APZ II
Home occupation		P/I	P/I	P/I	P/I		17.03.180.K	No	No	Yes
Home industries		C/II C/III <sup>(4)</sup>	C/II C/III <sup>(4)</sup>	C/II C/III <sup>(4)</sup>	C/II C/III <sup>(4)</sup>		17.03.180.J	No	No	Yes
Bed and breakfast inn		C/II	C/II	C/II	C/II		17.03.180.B	No	No	No
Bed and breakfast rooms		P/I	P/I	P/I	P/I		17.03.180.J	No	Yes	Yes
Buildings normally associated with low intensity park development						P/I <sup>(22)</sup>		*		
Campground and recreation vehicle park		C/II		C/II			17.03.180.T(4)	No	No	No
Community center						C/II		*		
Country inn		C/III <sup>(6)</sup>					17.03.180.D	No	No	No
Critical areas archaeological or historical education and/or interpretative areas						P/I C/II		*		

Equestrian center	C/II C/III <sup>(7)</sup>	C/II C/III <sup>(7)</sup>	C/II C/III <sup>(7)</sup>	C/II C/III <sup>(7)</sup>		17.03.180.T(5)	No	No	No
Facilities for the performance and teaching of arts and crafts					C/II		*		
Gun club and shooting range	C/III	C/III	C/III			17.03.180.T(6)	No	No	No
Marijuana processor	C/II	C/II	C/II	C/II		17.03.180.BB(2)	No	Yes	Yes
Marijuana producer	P/I C/II C/III	P/I C/II C/III	P/I C/II C/III	P/I C/II C/III		17.03.180.BB(1)	No	Yes	Yes
Mini storage	C/III					17.03.180.C	No	Yes	Yes
<b>PARKS AND SMALL-SCALE RECREATIONAL AND TOURIST USES</b>	<b>R</b>	<b>RA</b>	<b>RF</b>	<b>CA</b>	<b>PK</b>	<b>See Also...</b>	<b>CLEAR ZONE</b>	<b>APZ I</b>	<b>APZ II</b>
Public/community boat launch	C/II		C/II				No	Yes	Yes
Recreation area or use					P/I <sup>(24)</sup>		*		
Recreational aerial activities		C/II	C/II	C/II		17.03.180.T(7)	No	No	No
Rural event center	C/II C/III	C/II C/III	C/II C/III			17.03.180.EE	No	No	No
Rural Winery, Cidery, Distillery facilities	C/II C/III <sup>(16)</sup>	C/II C/III <sup>(16)</sup>		P/I C/II <sup>(16)</sup>		17.03.180.DD	No	No	No <sup>(19)</sup>
Small scale recreation and tourist uses	C/II C/III				C/II	17.03.180.T	No	No	No
Special Events, Rural Commercial Events	P/I C/II	P/I C/II	P/I C/II	P/I C/II	P/I C/II	17.03.180.EE	*		
Surface mining	C/III	C/III	C/III	X		17.03.180.U	No	Yes	Yes
Temporary uses	P/I	P/I	P/I	P/I		17.03.180.V	No	No	Yes
Unenclosed stadium					C/II		*		
<b>INSTITUTIONAL USES</b>	<b>R</b>	<b>RA</b>	<b>RF</b>	<b>CA</b>	<b>PK</b>	<b>See Also...</b>	<b>CLEAR ZONE</b>	<b>APZ I</b>	<b>APZ II</b>
Animal shelter	C/II	C/II	C/II			17.03.180.L(10)	No	No	Yes
Church	C/III <sup>(5)</sup>	C/III <sup>(5)</sup>	C/III <sup>(5)</sup>			17.03.180.L.1	No	No	No
Communication tower	C/II C/III	C/II C/III	C/II C/III	C/II C/III		17.03.180.L(8)	No	No	Yes
Day care center (small)		C/II	C/II	C/II		17.03.180.L(5)	No	No	No
Day care nursery (6 or fewer persons)	P/I	P/I	P/I	P/I		17.03.180.L(4)	No	No	No
<a href="#">Emergency Shelter</a>	<a href="#">P/II C/III<sup>28</sup></a>					<a href="#">17.03.180.HH</a>	<a href="#">No</a>	<a href="#">No</a>	<a href="#">No</a>
Fire station	P/I C/II <sup>(8)</sup>					17.03.180.L(9)	No	No	Yes
Kennel	C/II <sup>(9)</sup>	C/II	C/II			17.03.180.L(10)	No	No	Yes
Libraries and museums					C/II		*		
Schools, public and private	P/I C/II C/III	P/I C/II C/III I	P/I C/II C/III	P/I C/II C/III		17.03.180.L(2)	No	No	No
Veterinarian clinic				P/I			No	No	No

AGRICULTURE AND FORESTRY USES	R	RA	RF	CA	PK	See Also...	CLEAR ZONE	APZ I	APZ II
Agricultural products—Growing, harvesting, managing, selling and processing	P/I <sup>(11)</sup> C/II <sup>(10,12)</sup>	P/I <sup>(12)</sup>	P/I <sup>(12)</sup>	P/I <sup>(12)</sup>			Yes <sup>(20)</sup>	Yes	Yes
Farm equipment storage and repair facilities				P/I			No	Yes	Yes
Farm or forest products stand	P/I	P/I <sup>(13)</sup>	P/I <sup>(13)</sup>	P/I <sup>(13)</sup>		17.03.180.H	No	No	Yes
Forest products—Growing, harvesting, managing, selling and processing	P/I <sup>(27)</sup> C/II <sup>(14)</sup>	P/I <sup>(12)</sup> (21)	P/I	P/I <sup>(15)</sup>			No	Yes	Yes
Livestock husbandry	P/I	P/I	P/I	P/I			No	Yes	Yes
Seasonal Farmers Market	P/I	P/I	P/I	P/I		17.03.180H	No	No	No
UTILITIES/GENERAL USES	R	RA	RF	CA	PK	See Also...	CLEAR ZONE	APZ I	APZ II
Essential public facilities	C/III	C/III		X		17.03.180.CC	No	No	No
Helipad	X						*		
Parking					P/I		*		
Utilities (Major and Minor)	P/I C/II <sup>(17)</sup>	P/I <sup>(18)</sup>	P/I <sup>(18)</sup>	P/I <sup>(18)</sup>			No	Yes	Yes
Water tank	P/I C/II <sup>(26)</sup>	P/I	P/I C/II	P/I		17.03.180.L.3	No	Yes	Yes
* Use is currently not identified in the Accident Potential Zone <a href="#">ICC</a> 17.03.180.Z. Exceptions: Through the conditional use process an applicant may review the AICUZ Study for Naval Air Station Whidbey Island's Ault Field and Outlying Landing Field Coupeville and provide an analysis of the compatibility of the proposed use.									
<b>Table Notes:</b>									
1) Accessory uses are allowed without existing permitted uses in the Rural Zone only 2) For uninhabitable structures greater than or equal to 800 square feet (gross floor area) in size on lots less than 2.5 acres in size that do not have existing permitted uses 3) Group homes (seven (7) to twelve (12) persons) 17.03.180.L(5) 4) Community meeting is not required 5) Community meeting is not required if seating capacity is less than or equal to 150 persons or a 2,000 square foot assembly area is proposed 6) Community meeting is not required if 20 rooms or less is proposed 7) Covered Equestrian centers 8) Larger than two bays or 4,000 square feet or larger (gross floor area) 9) Subject to the Standards of Home Industry <a href="#">ICC</a> 17.03.180.J and Institutional uses <a href="#">ICC</a> 17.03.180.L.10 10) Agricultural processing in structures that are 4,000 square feet or larger (gross floor area) 11) Including livestock, provided raising of large livestock on lots less than 2.5 acres in size requires approval of an animal management plan					15) Forest products processing not permitted in RA or CA zone 16) Structure area utilized to support winery, cidery and distillery manufacturing, production, sales, or tasting is ≥ 8,000 square feet (gross floor area) 17) Major Utilities require a conditional use and are only allowed in the Rural Zone 18) Major Utilities not allowed 19) Winery allowed in APZ II 20) Seasonal sale of produce and Agricultural processing are not allowed in the APZ Clear Zone 21) In accordance with Washington Forest Practices Act and regulations adopted pursuant thereto, including but not limited to: timber, Christmas trees, nursery stock, and floral vegetation 22) Example: Restrooms, picnic shelters, tool and equipment storage, and similar 23) Limited to use as a caretaker's residence 24) Example: ramps, docks, fishing piers, swimming docks and floats; Outdoor tennis and basketball, baseball, soccer, rugby courts for day use; Hiking, jogging, walking and bicycle paths; playgrounds 25) Interpretive centers require a conditional use permit 26) Greater than or equal to 32 feet in diameter or height and if not cylindrical in shape, when surface area exceeds the ground area encompassed by a tank thirty-two (32) feet in diameter				

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12) Including Seasonal Sales 13) Farm Product Stands are limited to produce 14) Forest products processing in structures that are 4,000 square feet or larger (gross floor area)	27) In accordance with the Washington Forest Practices Act and regulations adopted pursuant thereto, including, but not limited to, timber, Christmas trees, nursery stock, and floral vegetation <a href="#">28) Up to twelve individuals is a Type II, thirteen to thirty individuals is a Type III</a>
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- C. **Rural Areas of More Intensive Development (RAID) Use Table.** Uses in the RAID zoning districts - Rural Residential (RR), Rural Center (RC), Rural Village (RV), Rural Service (RS), Camano Gateway Village (CGV), Airport (AP), and Light Manufacturing (LM) - shall be as shown in Table 17.03.035.C.

Table 17.03.035.C. <a href="#">LAMIRD</a> <del>RAID</del> Uses		ZONING DISTRICT							ICC References			
Type I Permitted Use - Ministerial Decision	APZ Overlay	Rural Residential	Rural Center**	Rural Village	Camano Gateway Village****	Rural Service***	Light manufacturing	Airport				
Type II Conditional Use - Administrative Decision	Prohibited											
Type III Conditional Use - Quasi-Judicial Decision	May be Permitted											
Prohibited = X	* Not identified	17.03.070	17.03.120	17.03.130	17.03.135	17.03.140	17.03.145	17.03.150				
RESIDENTIAL USES		RR	RC	RV	CGV	RS	LM	AP	See Also...	CLEAR ZONE	APZ I	APZ II
Accessory dwelling unit, attached and/or detached		<a href="#">P/I<sup>(23)</sup></a>				X			17.03.180.I	No	No	Yes
Accessory uses or buildings		<a href="#">P/I<sup>(1)</sup></a>	<a href="#">P/I C/II<sup>(2)</sup></a>	<a href="#">P/I C/II<sup>(3)</sup></a>	<a href="#">P/I C/II<sup>(3)</sup></a>	<a href="#">P/I</a>	<a href="#">P/I</a>	<a href="#">P/I C/II<sup>(3)</sup></a>		No	Yes	Yes
<a href="#">Co-living housing</a>		<a href="#">P/I</a>	<a href="#">P/I</a>	<a href="#">P/I</a>	<a href="#">P/I</a>			X	<a href="#">17.03.180.FF</a>	No	No	No

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Duplex, triplex or fourplex	P/I	<u>P/I<sup>(22)</sup></u>	<u>P/I<sup>(22)</sup></u>	<u>P/I<sup>(22)</sup></u>	<u>P/I<sup>(22)</sup></u>		X		*			
Group home	P/I C/II <sup>(4)</sup>	P/I C/II <sup>(2,6)</sup>	P/I C/II <sup>(3)</sup>	<u>P/I C/II<sup>(3)</sup></u>				17.03.180.L(4),(5)	No	No	No	
Mixed use		P/I C/II <sup>(2,6)</sup>	P/I <sup>(20)</sup> C/II <sup>(3)</sup>	P/I C/II <sup>(3,5)</sup>	P/I <sup>(21)</sup> C/II <sup>(21,22)</sup>				No	No	No	
Mobile homes	P/I							17.03.180.N	No	Yes	Yes	
Multi-family		P/I C/II <sup>(2,6)</sup>	<u>P/I C/II<sup>(3)</sup></u>	<u>P/I C/II<sup>(3)</sup></u>					*			
Single family	P/I	X	<del>X P/I C/II<sup>(3)</sup></del>	X	X		<del>X P/I C/II<sup>(2)</sup></del>	17.03.180.O	No	Yes	Yes	
<b>COMMERCIAL AND RECREATIONAL USES</b>	<b>RR</b>	<b>RC</b>	<b>RV</b>	<b>CGV</b>	<b>RS</b>	<b>LM</b>	<b>AP</b>	<b>See Also...</b>	<b>CLEAR ZONE</b>	<b>APZ I</b>	<b>APZ II</b>	
Home occupation	P/I							17.03.180.K	No	No	Yes	
Airport facilities							P/I C/II <sup>(2)</sup>		*			
Banking and financial services		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>						No	No	Yes <sup>(17)</sup>	
Bed and breakfast inn	C/II							17.03.180.B	No	No	No	
Bed and breakfast room	P/I							17.03.180.J	No	No	Yes	
Cultural center		P/I C/II <sup>(2)</sup>	P/I <sup>(7)</sup> C/II <sup>(3,7)</sup>						No	No	No	
Eating and drinking establishment		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I <sup>(8)</sup> C/II <sup>(3,8)</sup>	P/I		P/I C/II <sup>(2)</sup>		No	No	No	
Entertainment uses		P/I C/II <sup>(2)</sup>							*			
Finance, real estate and banking services		P/I C/II <sup>(2)</sup>	P/I C/II <sup>3</sup>	P/I C/II <sup>(3)</sup>					No	No	Yes <sup>(17)</sup>	
Helipads	X						<u>P/I</u>		*			
Junk and salvage yards		X	X	X			C/II	17.03.180.M	*			
Light manufacturing		P/I C/II <sup>(2)</sup>				P/I	P/I C/II <sup>(2)</sup>		*			
Marijuana producer and/or processor	X				P/I C/II	P/I C/II	P/I C/II	17.03.180.BB	No	Yes	Yes	
Marijuana retail		C/II <sup>(2)</sup>	C/II <sup>(3)</sup>	C/II <sup>(3)</sup>	C/II			17.03.180.BB	No	No	No	
Mini storage	X	<del>X P/I C/II<sup>(2)</sup></del>	X	X	X			17.03.180.C	No	Yes	Yes	
Office uses		P/I C/II <sup>(2)</sup>		P/I C/II <sup>(3)</sup>					*			
Overnight lodging		P/I C/II <sup>(20)</sup> (3) <u>C/III<sup>(20)</sup></u>	<u>P/I<sup>(20)</sup></u> <u>C/II<sup>(20)</sup> (3)</u> <u>C/III<sup>(20)</sup></u>	P/I <sup>(20)</sup> C/II <sup>(20)</sup> (3) C/III <sup>(20)</sup>				17.03.180.AA	*			
Public/community boat launch	C/II								No	Yes	Yes	
Remote tasting room		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>	P/I		P/I C/II <sup>(2)</sup>		*			

Research and development uses		P/I C/II <sup>(2)</sup>				P/I	P/I C/II <sup>(2)</sup>		*		
Retail sales and services		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I <sup>(9)</sup> C/II <sup>(3,9,10)</sup>	P/I				No	No	No
Special event, rural commercial event	P/I <sup>(11)</sup>	P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>	C/II		P/I C/II <sup>(2)</sup>	17.03.180.EE	*		
Storage, outdoor and mini storage	X	X <del>P/I C/II<sup>(2)</sup></del>	X	X	X	P/I	P/I C/II <sup>(2)</sup>	17.03.180.M	No	Yes	Yes
Temporary uses	P/I	P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>			P/I C/II <sup>(2)</sup>	17.03.180.V, 17.03.200	No	No	Yes
Veterinary clinic		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>					No	No	No
Warehouses	X	X <del>P/I C/II<sup>(2)</sup></del>	X	X	X	P/I	P/I C/II <sup>(2)</sup>		*		
<b>AGRICULTURE AND FORESTRY USES</b>	<b>RR</b>	<b>RC</b>	<b>RV</b>	<b>CGV</b>	<b>RS</b>	<b>LM</b>	<b>AP</b>	<b>See Also...</b>	<b>CLEAR ZONE</b>	<b>APZ I</b>	<b>APZ II</b>
Agricultural products—Growing, harvesting, managing and selling	P/I								Yes	Yes	Yes
Livestock husbandry (lots smaller than 2.5 acres require an AMP)	P/I								No	Yes	Yes
Lumberyards				P/I C/II <sup>(3)</sup>					*		
Winery, Cidery, Brewery, Distillery facilities		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>	P/I		P/I C/II <sup>(2)</sup>	17.03.180.DD	*		
<b>INSTITUTIONAL USES UTILITIES</b>	<b>RR</b>	<b>RC**</b>	<b>RV</b>	<b>CGV****</b>	<b>RS***</b>	<b>LM</b>	<b>AP</b>	<b>See Also...</b>	<b>CLEAR ZONE</b>	<b>APZ I</b>	<b>APZ II</b>
Church	C/III <sup>(12)</sup>	P/I C/II <sup>(2)</sup>							No	No	No
Communication tower	P/I <sup>(14)</sup>	P/I <sup>(14)</sup> C/II	P/I <sup>(14)</sup>	P/I <sup>(14)</sup>	P/I <sup>(14)</sup>	P/I <sup>(14)</sup> C/II	P/I <sup>(14)</sup>	17.03.180.L.8	No	No	Yes
Day care centers	P/I	P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>	P/I			17.03.180.L.6	No	No	No
Day care nursery (6 or fewer persons)	P/I	P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>	P/I			17.03.180.L.4	No	No	No
<a href="#">Emergency Shelter</a>		P/I C/II C/III <sup>(20)</sup>	P/I C/II C/III <sup>(20)</sup>	P/I C/II C/III <sup>(20)</sup>				<a href="#">17.03.180.HH</a>	No	No	No
Essential public facilities		C/III	C/III	C/III <del>X</del>	C/III	C/III	C/III	17.03.180.CC	No	No	No
Fire station	C/II <sup>(13)</sup>	P/I C/II	P/I C/II	P/I C/II		P/I C/II	P/I C/II	17.03.180.L.9	No	No	Yes
Government services		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I C/II <sup>(3)</sup>		P/I			No	No	Yes <sup>(19)</sup>
Health care facilities		P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	P/I <sup>(14)</sup> C/II <sup>(3,15)</sup>					No	No	No

Schools	P/I <sup>(16)</sup>	P/I C/II <sup>(2)</sup>							No	No	No
Small day care center (7 to 12 persons)	C/II	P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>	<a href="#">P/I C/II<sup>(3)</sup></a>	P/I				No	No	No
Utilities (Major)		C/III	C/III	X		C/III	C/III	17.03.180.A.11	No	Yes	Yes
Utilities (Minor)	P/I	P/I C/II <sup>(2)</sup>	P/I C/II <sup>(3)</sup>			P/I	<a href="#">P/I C/II<sup>(2)</sup></a>	17.03.180.A.11	No	Yes	Yes
Water tank	<a href="#">P/I C/II</a>	P/I			P/I	P/I	P/I	17.03.180.L.3	No	Yes	Yes

\* Use is currently not identified in the Accident Potential Zone [ICC 17.03.180.Z](#)

\*\* In the Rural Center Zone structures greater than 50,000 square feet gross floor area are prohibited

\*\*\* In the Rural Service Zone permitted uses are limited to 4,000 square feet gross floor area. The residential component of the mixed-use shall not be included in the 4,000 square feet of gross floor area. In no case shall the residential component have more than two (2) times the square footage of the non-residential uses

\*\*\*\* In the Camano Gateway Village structures greater than 10,000 square feet are prohibited

**Table Notes:**

1) Including lots without existing permitted uses in the RR zone (structures limited to < 800 square feet on lots < 2.5 acres)  
2) Any permitted use that exceeds 12,000 square feet gross floor area is a Type II Conditional Use  
3) Any permitted use that exceeds 4,000 square feet gross floor area require a Type II Conditional Use  
4) Group homes (seven (7) to twelve (12) persons) 17.03.180.L(5)  
5) Any permitted use that exceeds 8 dwelling units  
6) No more than 6 dwelling units  
7) Including associated overnight lodging.  
8) Except that drive-through food service is prohibited  
9) Small scale retail sales and services such as boutiques, clothing stores, bakeries, ice cream shops, food markets, beauty salons, craft stores, and art galleries, except that convenience services such as gas stations, convenience stores, grocery stores and box stores are prohibited.  
10) Sales of outdoor bulk goods such as bark, topsoil, and rock.  
11) RR is limited to Special Events per [ICC 17.03.180.EE](#)  
12) On RR zoned property located within a Residential ~~LAMIRD~~~~RAID~~ contiguous to a Mixed-Use ~~LAMIRD~~~~RAID~~ or Non-municipal UGA, except that a community meeting is not required if seating capacity is no more than 150 or fewer persons or a 2,000 square foot assembly area is proposed.

13) Always a Conditional use in the RR  
14) Limited to the standards for roof-mounted wireless communication antenna arrays found in [ICC 17.03.180.L.8.c](#)  
15) Camano Gateway Village is limited to small scale health care services  
16) Public and private (one (1) to six (6) students) consolidate with schools  
17) Less than or equal to .22 Floor Area Ratio  
18) Less than or equal to .24 Floor Area Ratio  
19) With residential not to exceed 8 dwelling units per lot or parcel in a mixed-use building  
20) One (1) to eight (8) ~~units~~~~units~~ processed as a Type 1 Ministerial Use, nine (9) to twenty (20) units processed as a Type II Conditional Use, twenty-one (21) to forty (40) units processed as a Type III Conditional Use.  
21) A dwelling unit shall not exceed 1,200 square feet gross floor area. A garage shall not be included in the 1,200 square feet gross floor area, but it shall not exceed 480 square feet gross floor area.  
~~22) Minimum permitted density shall be two (2) dwelling units. Maximum residential density shall be the maximum permitted by County Health Department requirements.~~  
22) [Existing non-conforming lots that do not meet the minimum lot size standard shall be allowed one duplex, triplex, or fourplex.](#)  
23) [Two Attached and/or Detached Accessory Dwelling Units, or any combination thereof, are allowed per parcel.](#)

Ord. No. C-18-22, as adopted on May 3, 2022, included clerical and numbering errors in Table 17.03.035.C - RAID Uses. The list of Table Notes in the last row of the RAID Uses Table had been renumbered in Ord. No. C-18-22 because Note 5 was stricken and Notes 6 - 21 were renumbered. The corresponding references to those Table Notes in the operative cells in the RAID Uses Table were erroneously not renumbered. The Code Reviser, pursuant to authority granted in ICC 1.04.030, has renumbered the references in the cells of the table to correspond to the appropriate and intended Table Notes.

- D. **Municipal Urban Growth Areas Use Table.** Uses for properties in the Oak Harbor and Langley Urban Growth Areas, but not incorporated into the city limits, shall be as shown in Table 17.03.035.D; properties in the Oak Harbor Residential (OH-R), Oak Harbor Industrial (OH-I), Oak Harbor Highway Service Commercial (OH-HSC), Oak Harbor Planned Business Park (OH-PBP), Oak Harbor Planned Industrial Park (OH-PIP), and UGA Langley (UGA-L) zoning districts For uses inside the Freeland Non-Municipal Urban Growth Area, see [Chapter 17.06 ICC](#).

Table 17.03.035.D. UGA Uses		ZONING DISTRICT						ICC References	APZ
Type I Permitted Use - Ministerial Decision	APZ Overlay	Oak Harbor UGA					Langley UGA		
Type II Conditional Use - Administrative Decision	See ICC 17.03.180.Z.3	Residential	Industrial	Highway Service Commercial	Planned Business Park	Planned Industrial Park			
Type III Conditional Use - Quasi-Judicial Decision									
Prohibited = X									
		17.03.081	17.03.082	17.03.083	17.03.084	17.03.086	17.03.085		
RESIDENTIAL USES		OH-R	OH-I	OH-HSC	OH-PBP	OH-PIP	UGA-L	See Also...	ICC 17.03.180.Z.2
Accessory uses or buildings	P/I	P/I <sup>(16)</sup>	P/I C/II <sup>(1)</sup>	C/II	C/II	P/I			
Adult family home						P/I			
Foster homes	C/II					P/I			
Group home	C/III					C/III	17.03.180.L(4),(5)		
<del>Guest cottage or a</del> Accessory dwelling units <sup>17</sup>	P/I					P/I	17.03.180.I		
Senior retirement facility	C/III					C/III			
Single family detached dwellings	P/I					P/I			
INSTITUTIONAL USES		OH-R	OH-I	OH-HSC	OH-PBP	OH-PIP	UGA-L	See Also...	ICC 17.03.180.Z.2
Churches	C/III					C/III	17.03.180.L.1		
Day care centers	C/III					C/III	17.03.180.L		
Day care nursery	P/I					P/I	17.03.180.L(4)		

<a href="#">Emergency Shelters</a>					<a href="#">C/II</a>		<a href="#">17.03.180.HH</a>	
Fire station	<a href="#">C/II</a>					<a href="#">C/II</a>	17.03.180.L(9)	
Governmental services			<a href="#">P/I C/II<sup>1</sup></a>					
Gun club and shooting range					<a href="#">C/II</a>		17.03.180.T(6)	
Libraries and museums	<a href="#">C/III</a>					<a href="#">C/III</a>		
Nursing homes	<a href="#">C/III</a>					<a href="#">C/III</a>		
Overnight lodging					<a href="#">C/II</a>			
Private or public schools	<a href="#">C/III</a>					<a href="#">C/III</a>	17.03.180.L(2)	
<b>COMMERCIAL, MANUFACTURING AND INDUSTRIAL USES</b>	<b>OH-R</b>	<b>OH-I</b>	<b>OH-HSC</b>	<b>OH-PBP</b>	<b>OH-PIP</b>	<b>UGA-L</b>	<b>See Also...</b>	<b>ICC 17.03.180.Z.2</b>
Home occupation	<a href="#">P/I<sup>(7)</sup></a>					<a href="#">P/I<sup>(7)</sup></a>	17.03.180.K	
Assembly, manufacture, packaging, compounding or treatment of articles or merchandise				<a href="#">C/II<sup>(2)</sup></a>	<a href="#">C/II<sup>(2)</sup></a>			
Assembly, manufacture, rebuilding, compounding, processing, preparation, or treatment		<a href="#">P/I<sup>(3)</sup> <sup>(16)</sup></a>						
Auto repair					<a href="#">C/II<sup>(4)</sup></a>			
Automobile sales and service			<a href="#">P/I<sup>(5)</sup> C/II<sup>(1,5)</sup></a>					
Bed and breakfast inn	<a href="#">C/II</a>					<a href="#">C/II</a>	17.03.180.B	
Bed and breakfast room	<a href="#">P/I</a>					<a href="#">P/I</a>	17.03.180.J	
Bedding, carpet and pillow manufacture, cleaning and renovating		<a href="#">P/I<sup>(16)</sup></a>						
Boat sales and boat repair			<a href="#">P/I C/II<sup>(1)</sup></a>					
Bottling and processing of non- alcoholic beverages		<a href="#">P/I<sup>(6)</sup> <sup>(16)</sup></a>						
Canning, processing and freezing of fruit and vegetables		<a href="#">P/I<sup>(16)</sup></a>						
Cement and asphalt plants		<a href="#">C/III</a>						
Cold storage plants		<a href="#">P/I<sup>(16)</sup></a>						
Drive-in banks			<a href="#">P/I C/II<sup>(1)</sup></a>					
Electroplating		<a href="#">C/III</a>						
Feed and seed store, retail or wholesale					<a href="#">C/II</a>			

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(Supp. No. 25, Update 1)

Food and drug processing		P/I <sup>(16)</sup>						
Lumber yard					C/II			
Machine, welding, or metal working shop		P/I <sup>(9)</sup> (16)						
Manufacture and assembly of light and small items made from previously prepared materials		P/I <sup>(10)</sup> (16)						
Manufacture or processing of non-durable goods		C/III <sup>(11)</sup>						
Manufacturing, processing and packaging				C/II <sup>(15)</sup>	C/II <sup>(15)</sup>			
Marijuana producer		P/I <sup>(16)</sup>					17.03.180.BB	
Marijuana producer and/or processor		C/II C/III			C/II		17.03.180.BB	
Marine craft, equipment and supply sales, and repair and service of small craft					C/II			
Metal fabrication and boiler or tank works		C/III						
Mixing plants for concrete or paving material		C/III						
Nursery and landscape material including greenhouses					C/II			
Off-site hazardous waste treatment and storage facilities		C/III <sup>(12)</sup>						
Organizational Headquarters and/or administrative offices				C/II	C/II			
Oxygen manufacture and/or storage		C/III						
Plumbing shop					C/II			
Printing, publishing and book binding				C/II	C/II			
Private club, lodge, convent, social or recreational building or community assembly hall					C/II <sup>(13)</sup>			
Produce stand		C/III						
Real estate sales and governmental services			P/I C/II <sup>(1)</sup>					
Restaurants			P/I C/II <sup>(1)</sup>					

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Retail sales and services		P/I <sup>(16)</sup>			C/II			
Rodenticide, insecticide and pesticide mixing plants		C/III						
Scientific research, testing and experimental development laboratories				C/II	C/II			
Self-storage warehouse			P/I C/II <sup>(1)</sup>					
Sign shop					C/II			
Social service facilities						C/III		
Storage, outdoor and mini storage		P/I <sup>(16)</sup>			C/II			
Temporary uses	P/I				C/II	P/I		
Tire retreading		C/III						
Training facilities					C/II			
Upholstery shop					C/II			
Vocational and technical schools					C/II			
Warehousing and distribution centers		P/I <sup>(16)</sup>			C/II			
Woodworking shop		P/I <sup>(16)</sup>						
<b>UTILITIES AND ESSENTIAL PUBLIC FACILITIES</b>	<b>OH-R</b>	<b>OH-I</b>	<b>OH-HSC</b>	<b>OH-PBP</b>	<b>OH-PIP</b>	<b>UGA-L</b>	<b>See Also...</b>	<b>ICC 17.03.180.Z.2</b>
Major utilities and essential public facilities			C/III		C/II		17.03.180.CC	
Minor utilities	P/I	P/I <sup>(16)</sup>			C/II	P/I		
Water tanks	C/II				C/II		17.03.180.L.3	
<b>PROHIBITED USES</b>	<b>17.03.081.A</b>	<b>17.03.082.A</b>	<b>17.03.083.A</b>	<b>17.03.084.B</b>	<b>17.03.086.B</b>	<b>17.03.085.A</b>		<b>ICC 17.03.180.Z.2</b>
<b>Table Notes:</b>								
1) Any permitted use that exceeds 12,000 square feet of gross floor area may be allowed upon site plan approval processed as a Type II decision pursuant to chapter 16.19. 2) From the following previously prepared materials: cloth, glass, lacquer, leather, paper, plastics, precious or semi-precious metals or stones, wood (excluding sawmills, lumber mills and planning mills), paint, clay, sand, rubber 3) Of such articles or products as: batteries, bottles, mattresses, furniture, tools, hardware, and paper products, but not the manufacture of paper itself 4) Of all kinds, including body and fender work, provided there shall be no wrecking,					9) But not including punch presses, drop hammers, or other noise and vibration producing equipment 10) Includes operations which do not create noise, smoke, odor, vibration or other objectionable nuisances to the extent that they are detrimental to surrounding uses 11) Goods such as: chemical and allied products, petroleum products, fertilizers, but excluding explosives and ammonia 12) Provided that such facilities meet the state siting criteria adopted pursuant to the requirements of RCW 70.105.210 13) Except those having a chief activity carried on for monetary gain			

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junking, dismantling, or salvaging operations 5) Including service stations 6) The production of which is devoid of fumes, noxious odors, or waste products 7) Occupying no more than twenty-five (25) percent of the gross floor area or a maximum of 600 square feet in a detached single family dwelling unit 8) Retail or wholesale, including building supplies, hardware, and related items	14) Including but not limited to music, dance, martial arts, photography, health clubs 15) Food, pharmaceuticals, toiletries, cosmetics, optical goods, scientific instruments and equipment, and precision instruments and equipment 16) Shall not exceed 12,000 square feet to gross floor area per lot, tract or parcel and shall be processed as a Type I decision pursuant to <a href="#">Chapter 16.19 ICC</a> . <u><a href="#">17) Two Attached and/or Detached Accessory Dwelling Units, or any combination thereof, are allowed per parcel.</a></u>
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(Ord. No. C-53-19 [PLG-005-19], Exh. A, 6-25-2019; Ord. No. C-93-19 [PLG-011-19], Exh. A, 10-8-2019; Ord. No. C-18-22 [PLG-002-21], Exh. A, 5-3-2022; Ord. No. C-79-23 [PLG-003-23], Exh. A, 11-28-2023)

Ord. No. C-53-19 [PLG-005-19], Exh. A, adopted June 25, 2019, enacted new provisions to read as herein set out and repealed former ~~§§ICC~~ 17.03.035.A—17.03.035.E, which pertained to permitted and conditional uses in the Rural Agriculture and Commercial Agriculture Zones; Rural Forest Zone; Rural Residential Zone; Rural Zone; Rural Center, Rural Village and Rural Service Zone. See the Code Comparative Table for a complete derivation.

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## 17.03.040 Definitions

**Accessory dwelling unit (ADU), attached** means separate living quarters contained within or connected by an enclosed and conditioned passageway no longer than 16 feet in length to, the primary residence which include provisions for sleeping, cooking (including an oven, range, or stovetop), and sanitation. An attached ADU is subject to the requirements and conditions provided in ~~section ICC~~ 17.03.180.

**Accessory dwelling unit (ADU), Detached** means a dwelling unit, situated on the same parcel as a single family dwelling; and shares a common access point with the single family dwelling ~~and which cannot be segregated or separately sold, transferred, given, or otherwise conveyed unless the lot is of sufficient size to meet base density and other County Code requirements.~~ Detached ADUs do not include recreational vehicles, travel trailers, park model homes, or tiny homes on wheels. A detached ADU is subject to the requirements and conditions provided in ~~section ICC~~ 17.03.180

**Affordable housing** means attached or detached dwelling units ~~committed by recorded affordability covenant to allow renters or owners with a median income less than eighty (80) percent of Island County median income, as established by the U.S. Census, to spend no more than thirty (30) percent of gross income on housing costs;~~ serving as the primary residence for very low-, low-, and moderate-income households. The definition of income groups by household size shall be as most recently defined by the U.S. Department of Housing and Urban Development for Island County.

**Co-living housing** means a residential development with sleeping units that are independently rented and lockable and provide living and sleeping space, and residents share kitchen facilities with other sleeping units in the building.

**Lot, parent** means a lot which is subdivided into unit lots through the unit lot subdivision process. See also lot, unit and unit lot subdivision.

**Lot, unit** means a lot created from a parent lot and approved through the unit lot subdivision process. See also lot, parent, and unit lot subdivision.

**Short-term rental** means a type of lodging, that is not a hotel or motel, in which a dwelling unit, or portion of a dwelling unit, that is offered or provided to a guest(s) by the owner of the dwelling unit or portion of the dwelling unit for a fee for fewer than 30 consecutive nights.

**Unit lot subdivision** means the division of a parent lot into two or more unit lots within a development and approved through the unit lot subdivision process. See also lot, unit and lot, parent.

## 17.03.050 Zoning classifications and overlays.

...

### 17.03.050.F Prior approvals and pending applications for approval.

...

3. **Applications granted preliminary approval.** All site plan, rural cluster or rural affordable cluster~~PRD~~, and NR Floating Zone applications granted preliminary approval prior to the effective date of this chapter, shall be granted final

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approval, if final approval is required, upon compliance with conditions of preliminary approval and shall comply with ~~unamended~~ [Titles 11 and 16 ICC](#).

...

### **17.03.060 Rural**

...

**17.03.060.B Lot/density.** Lot/density requirements shall be as follows:

- ...
3. For lots, tracts or parcels twenty (20) acres or larger in size the base density may be increased as specified in ~~section~~ [ICC 17.03.180.E](#) through the approval of a [rural cluster or rural affordable cluster](#) ~~PRD~~ pursuant to ~~e~~Chapter 16.17 [ICC](#), with fractional units rounded upward to the next whole number.
  4. For a [rural cluster or rural affordable cluster](#) ~~PRD~~ located within the unincorporated portion of an urban growth area, the base density may be increased up to 200 percent, except in the case of a rural affordable cluster, where density shall conform to the standards found in ICC 16.17.020.

...

### **17.03.070 Rural Residential**

...

17.03.070.A. 1. Subdivisions, short subdivisions and [rural clusters or rural affordable clusters, formerly referred to as PRDs](#), created prior to July 1, 1990:

...

### **17.03.080 – Urban growth areas (UGAs).**

- ...
2. All permitted or conditional uses allowed in the Rural Zone are authorized except the platting of parcels twenty (20) acres or larger for residential use shall occur only through the approval of a [rural cluster or rural affordable cluster](#) ~~PRD~~ pursuant to ~~e~~Chapter 16.17 [ICC](#). For such [rural cluster or rural affordable cluster](#) ~~PRD~~ approvals, the following special standards are applicable:
    - a. Lot size shall not exceed 12,500 square feet or the minimum lot size required by County Health Department requirements.
    - b. The standard density bonus shall be increased from 100 percent to 200 percent.
    - c. The required open space will be treated as an urban reserve and may be developed at the density permitted by a city or town after annexation or at the densities permitted by the potential zone upon provision of municipal water and sewer services. Prior to transfer of title of any parcel or lot created by the [rural cluster or rural affordable cluster](#) ~~PRD~~, the use of open space as urban reserve shall be disclosed to all purchasers of properties within the [rural cluster or rural affordable cluster](#) ~~PRD~~.

...

### **17.03.090 Rural Agriculture**

...

**17.03.090.B Lot/density.** Lot or density requirements shall be as follows:

- ...
2. For a [rural cluster or rural affordable cluster](#) ~~PRD~~ ten (10) acres or larger in size, the minimum lot size may be modified to an average density of one (1) dwelling unit per ten (10) gross acres of site area.
  3. Earned development units may be used, lot size may be decreased and density may be increased pursuant to an adopted management plan by boundary line adjustment, short subdivision, subdivision or [rural cluster or rural affordable cluster](#) ~~PRD~~.
- ...

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6. For lots created pursuant to this section, a notation advising of the lot creation in compliance with [eChapter 16.25 ICC](#) will be recorded and placed on the face of the boundary line adjustment, short plat, plat, or [rural cluster or rural affordable cluster](#)~~PRD~~.

...

- 17.03.090.C.3. For permitted or conditional uses adjacent to lands classified AP or a surface mining operation:
- The setback requirements of this section may be increased to ensure that such uses do not interfere with permitted uses allowed in the AP Zone or a surface mining operation; and
  - A notation shall be placed on the face of any plat, short plat, [rural cluster or rural affordable cluster](#)~~PRD~~ or building permit(s) and included in documents of conveyance and any recorded covenants as provided in [eChapter 16.25 ICC](#).

...

### **17.03.100 Commercial Agriculture**

...

**17.03.100.B Lot/density.** Lot or density requirements shall be as follows:

...

- For a [rural cluster or rural affordable cluster](#)~~PRD~~ twenty (20) acres or larger in size, the minimum lot size may be modified to an average density of one (1) dwelling unit per ten (10) gross acres of site area.
- Earned development units may be used, lot size may be decreased and density may be increased pursuant to an adopted management plan by boundary line adjustment, short subdivision, subdivision or [rural cluster or rural affordable cluster](#)~~PRD~~.

...

6. For lots created pursuant to this section, a notation advising of the lot creation in compliance with [eChapter 16.25 ICC](#) will be recorded and placed on the face of the boundary line adjustment, short plat, plat, or [rural cluster or rural affordable cluster](#)~~PRD~~.

...

- 17.03.100.C.3. For permitted or conditional uses adjacent to lands classified AP or a surface mining operation:
- The setback requirements of this section may be increased to ensure that such uses do not interfere with permitted uses allowed in the AP Zone or a surface mining operation; and
  - A notation shall be placed on the face of any plat, short plat, [rural cluster or rural affordable cluster](#)~~PRD~~ or building permit(s) and included in documents of conveyance and any recorded covenants as provided in [eChapter 16.25 ICC](#).

...

### **17.03.110 Rural Forest**

...

**17.03.100.B Lot/density.** Lot or density requirements shall be as follows:

...

- For lots, tracts or parcels twenty (20) acres or larger in size the base density may be increased as specified in ~~section~~[ICC](#) 17.03.180.E. through the approval of a [rural cluster or rural affordable cluster](#)~~PRD~~ pursuant to [eChapter 16.17 ICC](#) with fractional units rounded upward to the next whole number.

...

5. For lots created pursuant to this section, a notation advising of the lot creation in compliance with [eChapter 16.25 ICC](#) will be recorded and placed on the face of the boundary line adjustment, short plat, plat, or [rural cluster or rural affordable cluster](#)~~PRD~~.

...

- 
- 17.03.110.C.3. For permitted or conditional uses adjacent to lands classified AP or a surface mining operation:
- The setback requirements of this section may be increased to ensure that such uses do not interfere with permitted uses allowed in the AP Zone or a surface mining operation; and
  - A notation shall be placed on the face of any plat, short plat, [rural cluster or rural affordable cluster](#)~~PRD~~ or building permit(s) and included in documents of conveyance and any recorded covenants as provided in ~~Chapter 16.25~~ [ICC](#).

### **17.03.120 Rural Center (RC) Zone.<sup>\*</sup>**

The Rural Center (RC) Zone is applied to existing areas of intense non-residential and mixed-use development and encompasses the logical outer boundary of the existing pattern of development.

This zone permits a range of commercial, light manufacturing and multi-family uses that serve a broad geographic area. Mixed-use structures are encouraged. All uses within a rural center must comply with land use standards, including non-residential design landscape and screening guidelines set forth in ICC 17.03.180.P. ~~Rural areas of more intense development (RAID)~~[Limited Areas of More Intensive Rural Development \(LAMIRDs\)](#) must also comply with the table in ~~Appendix A~~ establishing specific standards for each ~~RAID~~[LAMIRD](#), ~~found listed~~ in Appendix A. In certain instances, the specific ~~RAID~~[LAMIRD](#) standards are more restrictive than general zoning standards. **(See Appendix A at the end of Chapter 17.03 ICC.)**

- Designation criteria and areas.** Areas with a predominant pattern of mixed-use development existing on July 1, 1990, may be designated RC when all of criteria set forth below are met. Specific areas are listed in ~~section~~[ICC](#) 17.03.155 and depicted in the zoning atlas. Specific conditions can be found in Appendix A:
  - Parcels served by an approved public water system; and
  - Contain multi-family residential and non-residential uses legally established prior to July 1, 1990; and
  - In combination with other parcels, are ~~at least~~ forty (40) acres or larger in size; and
  - Parcels that are adjacent to or between areas defined by designation criteria No. 2 that establish a logical outer boundary for the RC Zone.
- Lot/density.** Lot [size](#) and density requirements shall be as follows:
  - Minimum lot size shall be ~~the minimum lot size required by County Health Department requirements~~ [one-half \(0.5\) acre](#).
  - Maximum ~~residential~~ density shall be ~~the maximum permitted by County Health Department requirements~~ [eight \(8\) dwelling units per acre. Minimum density shall be four \(4\) dwelling units per acre.](#)
  - [For affordable housing developments, up to twelve \(12\) dwelling units per acre may be allowed.](#)
  - [Overnight lodging shall not exceed forty \(40\) rooms per parcel.](#)
  - [On existing non-conforming lots that do not meet the minimum lot size, one duplex, triplex, or fourplex shall be allowed.](#)
- Setbacks and height.** Setback and height requirements shall be as follows:

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<sup>\*</sup>Editor's note(s)—~~See the Interim Official Control for the Freeland Non-Municipal Urban Growth Area, Ordinance C-31-10 [PLG 001-10], April 26, 2010, for permitted uses, conditional uses, and prohibited uses in the Freeland Non-Municipal Urban Growth Area.~~



- 
1. Front yard setback—None. See [section ICC 17.03.180.S](#).
  2. Side and rear yard setback—Minimum ten (10) feet.
  3. Height—Three (3) stories not to exceed forty (40) feet, excluding rooftop mechanical equipment, [elevator shafts, features that are designed to hide roof top mechanical equipment, railings, umbrellas, vegetation or roof top accessories that promote green roof technology and the use of roof top gathering space. Other exceptions to the height standard can be made for non-useable roof top structures that enhance architectural creativity and preserve rural character.](#)

#### **D. Utilities.**

1. [The following stormwater standards shall be met:](#)
  - a. [All stormwater shall be collected and treated on site using low impact development best management practices when feasible \(i.e., rain gardens\), as outlined in Chapter 11.03 ICC, Stormwater and surface water, and the Low Impact Development Technical Guidance Manual for Puget Sound, as they currently exist or are hereafter amended. Where the Island County Engineer has determined on-site soil conditions are incompatible for absorption, mitigation measures for alternative treatment systems may be approved by the county engineer in compliance with current Island County Code; and](#)
  - b. [The post-development volume and rate of stormwater runoff shall not exceed the pre-development volume and rate of stormwater runoff;](#)
2. [The source of potable water shall be evaluated pursuant to the requirements of Title 8 ICC and the requirements of Washington State Statute. Environmental review shall incorporate consideration of the impacts associated with drawing potable water from an off-site location and distributing it to a different site. This evaluation shall include impacts that may be associated with drawing from one \(1\) aquifer and distributing in another aquifer or drawing water within one \(1\) watershed and distributing in a different watershed.](#)
3. [Where utilities such as stormwater detention ponds or drain fields are proposed to be located off-site, for the parcel where the utility is proposed, public notice shall be provided in the same manner as the associated development proposal. If the proposed commercial activity has not yet been noticed, or the application has not yet been submitted, the proposed off-site drain field shall be considered a Type II decision pursuant to Chapter 16.19 ICC. The non-residential landscaping standards outlined in ICC 17.03.180.P for non-residential uses shall be applied consistent with the underlying zoning classification of the proposed off-site utility, and shall also include an associated maintenance plan that includes provisions that ensure the long term success of landscaping.](#)

(Ord. C-123-98 [PLG-037-98], September 29, 1998, vol. 43, p. 6; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65; amended by Ord. C-63-99 (CD-01-99), June 21, 1999, vol. 43, p. 338; amended by Ord. C-125-99 [PLG-031-99], December 6, 1999, vol. 44, p. 207; amended by Ord. C-44-00 [PLG-011-00], June 5, 2000, vol. 44, p. 429, readopted June 19, 2000, vol. 44, p. 446; amended by Ord. C-117-08 [PLG-016-08], November 10, 2008, vol. 2008, p. 387; amended by Ord. C-97-09 [PLG-014-09], September 14, 2009, vol. 2009, p. 415; amended by Ord. C-157-09, January 4, 2010, vol. 2010, p. 2)

(Ord. No. C-40-14 [PLG-002-14], Exh. A, 5-5-2014; Ord. No. C-44-16[PLG-003-16], Exh. A, 5-3-2016; Ord. No. C-12-17 [PLG-001-17], Exh. A, 2-7-2017; Ord. No. C-86-18[PLG-005-18], Exh. A, 9-4-2018; Ord. No. C-127-18[PLG-008-18], Exh. A, 12-11-2018; Ord. No. C-53-19 [PLG-005-19], Exh. A, 6-25-2019)

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### 17.03.130 Rural Village (RV) Zone.

The Rural Village (RV) Zone is applied to existing areas of mixed-use or intense non-residential or commercial development and encompasses the logical outer boundary of the existing pattern of mixed-use or non-residential development located on a state highway or county arterial. This zone permits a range of commercial services that are limited in scale, intensity and size that typically serve a localized geographic area. Mixed-use structures are encouraged. All uses within a Rural Village must comply with land use standards, including non-residential design, landscape and screening guidelines set forth in [section ICC 17.03.180](#).

- A. **Designation criteria and areas.** Areas with a predominant pattern of mixed-use or non-residential development existing on July 1, 1990 may be designated RV when all of the following criteria set forth are met. Specific areas are listed in [section ICC 17.03.155](#) and depicted in the zoning atlas. Specific conditions can be found in Appendix A.
1. Parcels served by an approved public ~~or private~~ water system; and
  2. Contain predominantly non-residential or mixed-uses legally established prior to July 1, 1990; and
  3. In combination are five (5) acres or larger in size; and
  4. Parcels that are adjacent to or between areas defined by designation criteria No. 2 that establish a logical outer boundary for the RV Zone; and
  5. The designation shall primarily be located on the periphery of residential neighborhoods; and
  6. Areas are generally located along highways, major arterials and collector roads.
- B. **Lot/density.** Lot size [and density requirements](#) shall be ~~the minimum lot size required by County Health Department requirements.~~ [as follows:](#)
1. [Minimum lot size shall be one-half \(0.5\) acre.](#)
  2. [Maximum density shall be eight \(8\) dwelling units per acre. Minimum density shall be four \(4\) dwelling units per acre.](#)
  3. [For affordable housing developments, up to twelve \(12\) dwelling units per acre may be allowed.](#)
  4. [Overnight lodging shall not exceed forty \(40\) rooms per parcel.](#)
  5. [On existing non-conforming lots that do not meet the minimum lot size, one duplex, triplex, or fourplex shall be allowed.](#)
- C. **Setback and height.** Setback and height requirements shall be as follows:
1. Front yard setback—Maximum fifty (50) feet.
  2. Side and rear yard setback—Minimum ten (10) feet.
  3. Height—~~Two (2)~~[Three \(3\)](#) stories not to exceed ~~thirty (30)~~[forty \(40\)](#) feet excluding rooftop mechanical equipment, [elevator shafts, features that are designed to hide roof top mechanical equipment, railings, umbrellas, vegetation or roof top accessories that promote green roof technology and the use of roof top gathering space. Other exceptions to the height standard can be made for non-useable roof top structures that enhance architectural creativity and preserve rural character.](#)
- D. **Utilities.**

- 
1. The following stormwater standards shall be met:
    - a. All stormwater shall be collected and treated on site using low impact development best management practices when feasible (i.e., rain gardens), as outlined in Chapter 11.03 ICC, Stormwater and surface water, and the Low Impact Development Technical Guidance Manual for Puget Sound, as they currently exist or are hereafter amended. Where the Island County Engineer has determined on-site soil conditions are incompatible for absorption, mitigation measures for alternative treatment systems may be approved by the county engineer in compliance with current Island County Code; and
    - b. The post-development volume and rate of stormwater runoff shall not exceed the pre-development volume and rate of stormwater runoff;
  2. The source of potable water shall be evaluated pursuant to the requirements of Title 8 ICC and the requirements of Washington State Statute. Environmental review shall incorporate consideration of the impacts associated with drawing potable water from an off-site location and distributing it to a different site. This evaluation shall include impacts that may be associated with drawing from one (1) aquifer and distributing in another aquifer or drawing water within one (1) watershed and distributing in a different watershed.
  3. Where utilities such as stormwater detention ponds or drain fields are proposed to be located off-site, for the parcel where the utility is proposed, public notice shall be provided in the same manner as the associated development proposal. If the proposed commercial activity has not yet been noticed, or the application has not yet been submitted, the proposed off-site drain field shall be considered a Type II decision pursuant to Chapter 16.19 ICC. The non-residential landscaping standards outlined in ICC 17.03.180.P for non-residential uses shall be applied consistent with the underlying zoning classification of the proposed off-site utility, and shall also include an associated maintenance plan that includes provisions that ensure the long term success of landscaping.

(Ord. C-123-98 [PLG-037-98], September 29, 1998, vol. 43, p. 6; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65; amended by Ord. C-125-99 [PLG-031-99], December 6, 1999, vol. 44, p. 207; amended by Ord. C-44-00 [PLG-011-00], June 5, 2000, vol. 44, p. 429, readopted June 19, 2000, vol. 44, p. 446; amended by Ord. C-117-08 [PLG-016-08], November 10, 2008, vol. 2008, p. 387; amended by Ord. C-97-09 [PLG-014-09], September 14, 2009, vol. 2009, p. 415)

(Ord. No. C-40-14 [PLG-002-14], Exh. A, 5-5-2014; Ord. C-140-16 [PLG-012-16], Exh. A, 12-13-2016; Ord. No. C-86-18 [PLG-005-18], Exh. A, 9-4-2018; Ord. No. C-127-18 [PLG-008-18], Exh. A, 12-11-2018; Ord. No. C-53-19 [PLG-005-19], Exh. A, 6-25-2019)

### **17.03.135 Camano Gateway Village (CGV) Zone.**

The Camano Gateway Village (CGV) Zone is applied to the Camano Gateway and Terry's Corner existing areas of mixed use, non-residential or commercial development. This zone permits a range of uses that are limited in scale, intensity and size that provide commercial services to local residents and uses that support local commerce.

- 
- A. **Designation criteria.** Areas with a predominant pattern of mixed use or non-residential development existing on July 1, 1990 may be designated CGV when all of the following criteria are met. (Specific areas are listed in [section ICC 17.03.155](#) and depicted in the zoning atlas):
1. Parcels served by an approved public ~~or private~~ water system;
  2. Contain predominantly non-residential uses legally established prior to July 1, 1990;
  3. In combination are five (5) acres or larger in size;
  4. Parcels that are adjacent to or between areas defined by designation criterion No. 2 that establish a logical outer boundary for the CGV Zone; and
  5. Existing areas of clustered commercial development that are located along the [State Route 532](#) corridor to Camano Island.
- B. **Lot/density/intensity.**
1. The minimum lot size ~~in the CGV Zone is 21,780 square feet ( shall be one-half (0.5)-acre)~~; however, residential units that are part of a mixed use development may create lot sizes that allow each unit to be on its own separate parcel, e.g., zero (0) lot line.
  2. ~~Mixed use development~~ [Maximum density](#) shall ~~not exceed a density of three (3 be eight (8)~~ dwelling units per acre. [Minimum density shall be four \(4\) dwelling units per acre.](#)
  3. [For affordable housing developments, up to twelve \(12\) dwelling units per acre may be allowed.](#)
  - ~~34.~~ [Overnight lodging shall not exceed ~~twenty~~ \[forty \\(24\\)\]\(#\) rooms per ~~acre~~ \[parcel\]\(#\).](#)
  - ~~45.~~ Individual structures shall not exceed 10,000 square feet of gross floor area, except for fire stations and overnight lodging.
  - ~~56.~~ Multiple structures and multiple permitted and conditional uses may be allowed on a single parcel.
  - [4. On existing non-conforming lots that do not meet the minimum lot size, one duplex, triplex, or fourplex shall be allowed.](#)
- C. **Setbacks and height.**
1. Front yard setback—Maximum fifty (50) feet and minimum ten (10) feet from public roads. Structures with a ten-foot front yard setback shall be limited to eighty (80) percent of the lot width, exclusive of required side yard setbacks. Exceptions to setback standards can be made for parking if a plan is proposed that can preserve the unique natural beauty and character of the county by meeting the parking standards listed in [section ICC 17.03.180.Q](#).
  2. Side and rear yard setback—Minimum ten (10) feet.
  3. Structures that are located on the same parcel must be separated by a minimum of twenty-five (25) feet except that:
    - a. Individual structures may be connected via covered open air walkways, provided that two-story structures may not be connected on both stories on the same side; and
    - b. Covered open air walkways may provide pedestrian connection between individual structures irrespective of whether they are on the same parcels and do not have to meet any of the property line setback requirements.

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4. Height—~~Two (2)~~ ~~Three (3)~~ stories not to exceed ~~thirty-five (35)~~ ~~forty (40)~~ feet, excluding roof top mechanical equipment, elevator shafts, features that are designed to hide roof top mechanical equipment, railings, umbrellas, vegetation or roof top accessories that promote green roof technology and the use of roof top gathering space. Other exceptions to the height standard can be made for non-useable roof top structures that enhance architectural creativity and preserve rural character.

**D. Utilities.**

1. The following stormwater standards shall be met:
  - a. All stormwater shall be collected and treated on site using low impact development best management practices when feasible (i.e., rain gardens), as outlined in ~~€~~Chapter 11.03 ~~ICC~~, Stormwater and surface water, and the Low Impact Development Technical Guidance Manual for Puget Sound, as they currently exist or are hereafter amended. Where the Island County Engineer has determined on-site soil conditions are incompatible for absorption, mitigation measures for alternative treatment systems may be approved by the county engineer in compliance with current Island County Code; and
  - b. The post-development volume and rate of stormwater runoff shall not exceed the pre-development volume and rate of stormwater runoff;
2. The source of potable water shall be evaluated pursuant to the requirements of ~~€~~Title 8 ~~ICC~~ and the requirements of Washington State Statute. Environmental review shall incorporate consideration of the impacts associated with drawing potable water from an off-site location and distributing it to a different site. This evaluation shall include impacts that may be associated with drawing from one (1) aquifer and distributing in another aquifer or drawing water within one (1) watershed and distributing in a different watershed.
3. Where utilities such as stormwater detention ponds or drain fields are proposed to be located off-site, for the parcel where the utility is proposed, public notice shall be provided in the same manner as the associated development proposal. If the proposed commercial activity has not yet been noticed, or the application has not yet been submitted, the proposed off-site drain field shall be considered a Type II decision pursuant to ~~€~~Chapter 16.19 ~~ICC~~. The non-residential landscaping standards outlined in ~~section~~~~ICC~~ 17.03.180.P for non-residential uses shall be applied consistent with the underlying zoning classification of the proposed off-site utility, and shall also include an associated maintenance plan that includes provisions that ensure the long term success of landscaping.

(Ord. C-102-09 [PLG-015-09], September 22, 2009, vol. 2009, p. 436)

(Ord. No. C-40-14 [PLG-002-14], Exh. A, 5-5-2014; Ord. C-140-16 [PLG-012-16], Exh. A, 12-13-2016; Ord. No. C-86-18[PLG-005-18], Exh. A, 9-4-2018; Ord. No. C-127-18[PLG-008-18], Exh. A, 12-11-2018; Ord. No. C-53-19 [PLG-005-19], Exh. A, 6-25-2019)

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### 17.03.140 Rural Service (RS) Zone.

The Rural Service (RS) Zone is applied to isolated existing mixed-use, retail or retail service businesses located in the Rural Zone that typically are not permitted or conditional uses in that zone. This zone permits a very limited range of mixed-use or non-residential uses that provide convenience shopping and services to a localized geographic area. Mixed-use structures are encouraged. All uses within a Rural Service Zone must comply with land use standards, including non-residential, landscape and screening design guidelines set forth in [section ICC 17.03.180](#).

- A. **Designation criteria and areas.** Isolated mixed-use or non-residential uses on lots less than two and one-half (2.5) acres existing on July 1, 1990 may be designated RS. Specific areas are listed in [section ICC 17.03.155](#) and depicted in the zoning atlas. Specific conditions can be found in Appendix A.
- B. **Lot/density.** Lot size [and density](#) requirements shall be ~~the minimum lot size required by County Health Department requirements but shall not exceed two and one-half (2.5) acres~~ [as follows](#).
  - 1. [Minimum lot size shall be one-half \(0.5\) acre.](#)
  - 2. [Maximum density shall be eight \(8\) dwelling units per acre. Minimum density shall be four \(4\) dwelling units per acre.](#)
  - 3. [For affordable housing developments, up to twelve \(12\) dwelling units per acre may be allowed.](#)
  - 4. [On existing non-conforming lots that do not meet the minimum lot size, one duplex, triplex, or fourplex shall be allowed.](#)
- C. **Setbacks and height.** Setback and height requirements shall be as follows:
  - 1. Setbacks—Minimum ten (10) feet.
  - 2. Height—~~Two (2)~~ [Three \(3\)](#) stories not to exceed ~~thirty-five (35)~~ [forty \(40\)](#) feet, excluding rooftop mechanical equipment, elevator shafts, features that are designed to hide roof top mechanical equipment, railings, umbrellas, vegetation or rooftop accessories that promote green roof technology, and the use of rooftop gathering space. Other exceptions to the height standard can be made for non-useable rooftop structures that enhance architectural creativity and preserve rural character.

#### D. Utilities.

- 1. [The following stormwater standards shall be met:](#)
  - a. [All stormwater shall be collected and treated on site using low impact development best management practices when feasible \(i.e., rain gardens\), as outlined in Chapter 11.03 ICC, Stormwater and surface water, and the Low Impact Development Technical Guidance Manual for Puget Sound, as they currently exist or are hereafter amended. Where the Island County Engineer has determined on-site soil conditions are incompatible for absorption, mitigation measures for alternative treatment systems may be approved by the county engineer in compliance with current Island County Code; and](#)
  - b. [The post-development volume and rate of stormwater runoff shall not exceed the pre-development volume and rate of stormwater runoff;](#)
- 2. [The source of potable water shall be evaluated pursuant to the requirements of Title 8 ICC and the requirements of Washington State Statute. Environmental review shall](#)



incorporate consideration of the impacts associated with drawing potable water from an off-site location and distributing it to a different site. This evaluation shall include impacts that may be associated with drawing from one (1) aquifer and distributing in another aquifer or drawing water within one (1) watershed and distributing in a different watershed.

3. Where utilities such as stormwater detention ponds or drain fields are proposed to be located off-site, for the parcel where the utility is proposed, public notice shall be provided in the same manner as the associated development proposal. If the proposed commercial activity has not yet been noticed, or the application has not yet been submitted, the proposed off-site drain field shall be considered a Type II decision pursuant to Chapter 16.19 ICC. The non-residential landscaping standards outlined in ICC 17.03.180.P for non-residential uses shall be applied consistent with the underlying zoning classification of the proposed off-site utility, and shall also include an associated maintenance plan that includes provisions that ensure the long term success of landscaping.

(Ord. C-123-98 [PLG-037-98], September 29, 1998, vol. 43, p. 6; accepted by Res. C-133-98 [PLG-043-98], October 19, 1998, vol. 43, p. 38; amended by Ord. C-136-98 [PLG-042-98], November 9, 1998, vol. 43, p. 65; amended by Ord. C-137-99 [PLG-046-99], November 15, 1999, vol. 44, p. 131; amended by Ord. C-44-00 [PLG-011-00], June 5, 2000, vol. 44, p. 429, readopted June 19, 2000, vol. 44, p. 446; amended by Ord. C-117-08 [PLG-016-08], November 10, 2008, vol. 2008, p. 387; amended by Ord. C-97-09 [PLG-014-09], September 14, 2009, vol. 2009, p. 415)

(Ord. No. C-40-14 [PLG-002-14], Exh. A, 5-5-2014; Ord. No. C-86-18[PLG-005-18], Exh. A, 9-4-2018; Ord. No. C-127-18[PLG-008-18], Exh. A, 12-11-2018; Ord. No. C-53-19 [PLG-005-19], Exh. A, 6-25-2019; Ord. No. C-79-23 [PLG-003-23], Exh. A, 11-28-2023)

**17.03.180 Land use standards**

**17.03.180.E Density bonus system.**

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2. Bonus densities are as follows:

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Zone	Maximum Density Bonus	Minimum Open Space Ratio
Rural		
<u>Rural cluster</u> <del>Parcels under 20 acres</del>	<u>1 dwelling unit per 2.5 acres</u> <del>100%</del>	<del>30</del> <u>45</u> %

<a href="#">Rural Affordable Cluster</a> <del>Parcels 20 up to 40 acres</del>	<a href="#">4 dwelling units per acre</a> <del>100%</del>	<del>65</del> <sup>45</sup> %
<del>Parcels 40 up to 80 acres</del>	<del>125%</del>	<del>80%</del>
<del>Parcels over 80 acres</del>	<del>None</del>	<del>30%</del>
<del>UGA rural cluster or rural affordable cluster</del> <del>PRD Bonus</del>	<del>200%</del>	<del>75%*</del>
<del>Shoreline Restoration rural cluster or rural affordable cluster</del> <del>PRD Bonus</del>	<del>[Reserved]</del>	
<b>Rural AG, Commercial AG</b>		
<a href="#">Rural cluster</a> <del>Standard PRD Bonus</del>	<a href="#">1 dwelling unit per 5 acres</a> <del>None</del>	<del>50</del> <sup>65</sup> %
<a href="#">Rural affordable cluster</a>	<a href="#">4 dwelling units per acre</a>	<a href="#">65% in Rural Ag</a> <a href="#">Prohibited in Commercial Ag</a>
<b>Rural Forest</b>		
<a href="#">Rural cluster</a> <del>Parcels 20 acres up to 80 acres</del>	<a href="#">1 dwelling unit per 5 acres</a> <del>100%</del>	85%
<a href="#">Rural affordable cluster</a> <del>Parcels over 80 acres</del>	<a href="#">4 dwelling units per acre</a> <del>None</del>	<del>50</del> <sup>65</sup> %
<b>Commercial Agriculture</b>		
<a href="#">Rural cluster</a>	<a href="#">1 dwelling unit per 10 acres</a>	<a href="#">65%</a>
<b>Freeland NMUGA</b>		
<a href="#">Rural cluster</a>	<a href="#">8 dwelling units per acre</a>	
<a href="#">Rural affordable cluster</a>	<a href="#">12 dwelling units per acre</a>	
<b>Rural Residential</b>		

Shoreline Restoration <a href="#">rural cluster or rural affordable cluster</a> <del>PRD</del> Bonus	[Reserved]	
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\* Note the [rural cluster or rural affordable cluster](#)~~PRD~~ open space is treated as an urban reserved.

3. In acting on a request for bonus densities, the director or hearing examiner, as appropriate, may, in order to ensure protection of critical areas and [Rural Agriculture](#), [Rural Forest](#), [Commercial Agriculture](#) and [Airport](#)~~P~~ lands, require the clusters to be located away from such critical areas and lands or may increase buffers around the critical areas and lands.
4. The use of density bonuses is authorized through the approval of a [rural cluster or rural affordable cluster](#)~~PRD~~ pursuant to [Chapter 16.17 ICC](#). Specific open space and site lay-out standards are established in that chapter. See also ~~section~~ [ICC](#) 17.03.180.R. for site coverage requirements when density bonuses are used.
5. The [rural cluster or rural affordable cluster](#)~~PRD~~ bonus density will be calculated based on the size in acres of the open space area committed in a perpetual conservation easement with fractional units rounded upward.

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### **17.3.180.I Accessory dwelling units (ADUs), attached and detached.**

...

~~1. A detached ADU or an attached ADU may be established in the Rural, Rural Residential, Rural Agriculture, Rural Forest, and Commercial Agriculture Zones.~~

~~2. No more than one (1) ADU, attached or detached, shall be allowed per single family dwelling unit.~~

#### 1. General Provisions

a. Attached and detached ADUs may be established in the Rural, Rural Residential, Rural Agriculture, Rural Forest, and Commercial Agriculture Zones, and in Residential Limited Areas of More Intensive Rural Development (Residential LAMIRDs), and in all zones that allow single family dwelling units in an Urban Growth Area (UGA).

b. Where a second ADU is allowed per single family dwelling unit, the ADUs may be provided as follows:

(i) Either or both ADUs may be attached or detached.

(ii) Two detached ADUs may be located in one structure.

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c. Existing structures, including but not limited to detached garages, may be converted into ADUs regardless of conformance to setback and lot coverage standards.

~~3.~~ d. Addresses for ADUs shall be assigned in accordance with section 14.04A.120.I.

~~4.~~ e. All ADUs are subject to applicable Health Department standards for potable water verification and sewage disposal per Chapters 8.09 and 8.07D [ICC](#).

~~5.~~ f. The applicant must apply for a building permit for an ADU to be established as a legal use. All ADUs shall comply with applicable building, fire, and health and safety codes.

g. ADUs may be conveyed as a condominium.

h. A detached ADU in an UGA may be sited at a lot line that abuts a public alley.

i. In the Rural, Rural Agriculture, Rural Forest, and Commercial Agriculture Zones:

(i) a permit application for an ADU must be in the name of the owner of the lot or parcel.

(ii) No home occupation or home industry shall be permitted for the residents of the ADU.

## 2. Number of ADUs allowed

a. In UGAs and Residential LAMIRDs, two (2) ADUs per single family dwelling unit shall be allowed.

b. In the Rural, Rural Agriculture, and Rural Forest Zones no more than one (1) ADU, attached or detached, shall be allowed per single family dwelling unit, except a second ADU per single family dwelling unit shall be allowed subject to the following:

(i) The second ADU is a rental unit affordable to and reserved for households at 80% Area Median Income (AMI) and is subject to an agreement approved by the Director specifying the housing shall serve income eligible households for a minimum period of 5 years. The monthly rent, including basic utilities, shall not exceed 30 percent of 80 percent of AMI.

(ii) Prior to issuance of the first building permit for a project, the applicant shall execute and record with the Island County Clerk a declaration in a form acceptable to the Director that shall commit the applicant to satisfy the conditions to establish a second ADU and the housing owner shall submit a report to the Director that documents how the affordable housing meets the terms of the recorded agreement.

(iii) ADUs permitted pursuant to the affordable provisions of subsection 2b(i) shall not be used as a short-term rental for the life of the project.

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c. In the Rural, Rural Agriculture, and Rural Forest Zones no more than thirty-five (35) building permits for detached ADUs shall be issued by the county each calendar year, except as follows:

(i) An additional 25 building permits may be issued each calendar year when subsection 2b is met. The additional allowance for building permits shall be available for the first and second detached ADU on the lot provided the detached ADU meets subsection 2b.

(ii) In the event that 25 building permits are not issued as allowed in subsection 2c(i) in the previous calendar year, the remainder of the 25 building permits may be added to the current year.

(iii) For purposes of counting issued permits for detached ADUs, detached structures containing two ADUs are counted as one permit toward the applicable limit(s).

~~6. 3. Detached ADU. In order to encourage the provision of a variety of housing options, a detached ADU~~ Detached ADUs may be established as a permitted use in the Rural, Rural Residential, Rural Agriculture, Rural Forest, and Commercial Agriculture Zones, subject to the following criteria:

~~a. No more than one (1) ADU, attached or detached, shall be allowed per single family dwelling unit.~~

~~b. A permit application for an attached or detached ADU must be in the name of the owner of the lot or parcel.~~

~~c. a.~~ No individual shall receive more than one (1) detached ADU permit per calendar year not to include consultants or agents acting on the behalf of individuals, except where two (2) ADUs are allowed in subsections 2 a and b individuals may receive two (2) detached ADU permits per calendar year.

~~d. b.~~ A detached ADU shall not exceed 1,200 square feet of gross floor area.

~~e. c.~~ A detached ADU must share a common access, from the public right-of-way, with the single family dwelling to which it is an accessory dwelling.

~~f. No home occupation or home industry shall be permitted for the residents of the detached ADU.~~

~~g. Detached ADUs cannot be segregated or separately sold, transferred, given or otherwise conveyed unless the lot is of sufficient size to meet base density and other County Code requirements.~~

~~h. No more than thirty-five (35) building permits for detached ADUs shall be issued by the county each calendar year for properties located outside of urban growth areas~~

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~~i. d.~~ The detached ADU area shall be calculated pursuant to the description provided for in the definition of gross floor area located in ~~section~~[ICC 17.03.040](#). However, when measuring gross floor area for a detached ADU, garage/shop space that is not living space shall not be counted in the overall floor area calculation. Internal access to any garage/shop space may be permitted provided any future conversions shall comply with the adopted detached ADU requirements.

~~j. e.~~ A detached ADU is allowed within ~~PRDs~~[rural clusters and rural affordable clusters](#), provided all the criteria of ~~section~~[ICC 17.03.180.I.6](#) ~~is~~[are](#) met.

~~k. f.~~ The detached ADU must be setback no more than 100 feet from the primary residence, or be located where the environmental impact is the least, and maintain the rural character, except that this standard shall not apply to a Rural Residential Zone in a UGA.

~~7. 5.~~ Attached ADU. ~~In order to encourage the provision of a variety of housing options, attached~~ [Attached](#) ADUs may be established as a permitted use in the Rural, Rural Residential, Rural Agriculture, Rural Forest, and Commercial Agriculture Zones, subject to the following criteria:

~~a. No more than one (1) ADU, attached or detached, shall be allowed per single family dwelling unit~~

~~b. No home occupation or home industry shall be permitted for the residents of the attached ADU;~~

~~c. a.~~ An attached ADU shall be no greater than ~~1,000~~ [1,200](#) interior square feet;

~~d. b.~~ An attached ADU may be created through:

(i) Internal conversion within an existing single family dwelling;

(ii) The addition of new square footage to the existing single family dwelling; or

(iii) Inclusion in the development plans for, or as part of, the construction of a new single-family dwelling unit.

~~e. c.~~ An attached ADU may have an internal access connection provided between the main dwelling and the ADU.

~~f. d.~~ An attached ADU is allowed within a ~~PRD~~[rural cluster or rural affordable cluster](#), provided all the criteria of ~~section~~[ICC 17.03.180.I.7](#) ~~is~~[are](#) met.

~~g. Attached ADUs cannot be segregated or separately sold, transferred, given or otherwise conveyed unless the lot is of sufficient size to meet base density and other County Code requirements.~~

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**17.03.180.S Site coverage and setbacks.**

1. Site coverage. Lot or parcel site coverage is established by a ratio percentage based on the gross site area of the property. Specific coverage ratios are as follows:

**Site Coverage Ratios**

	<b>All Residential uses in the R Zone including Accessory Residential Uses</b>	<b>Rural <u>Cluster or Rural Affordable Cluster</u> <del>PRD</del></b>	<b>Rural Center Uses</b>	<b>Rural Village Uses</b>	<b>Camano Gateway Village Uses</b>	<b>All NR or Institutional Uses in the R, RA, RF, CA Zones</b>
a. Maximum Impervious Surface Ratio (% of Gross Site Area)		25-50% <del>*</del>	80%	70%	20% above total Building Coverage	25% for parcels 5 acres or less in size. 10% for parcels greater than 5 acres in size
b. Minimum Open Space Ratio (% of Gross Site Area)		<del>30</del> 45-75% <sup>[12]</sup>	20%	20%	20%	50%
c. Maximum Building Coverage of Gross Site Area	5% for parcels 5 acres or larger in size	N/A	80%	50%	50%	10%

...

- V. **Temporary uses.** The following temporary uses may be conducted upon temporary use approval. Each use shall meet the requirements of this chapter and the following standards:
1. In all zones except RS and LM seasonal farmer's markets are subject to the following conditions:
    - a. All uses shall be confined to the dates specified in the certificate of temporary use;

- 
- b. Hours and duration of operation shall be confined to those specified in the certificate;
  - c. The site shall be cleared of all debris at the end of the event and cleared of all temporary structures within thirty (30) days after the closing event. A cash bond, the sum of which is to be determined by the county engineer, or a signed contract with a disposal firm, shall be required as part of the application for a certificate of temporary use when determined necessary by the county engineer or Planning Director to ensure that the premises will be cleared of all debris during and after the event;
  - d. Public parking for the exclusive use of the facility shall be provided, and an adequate driveway to the parking area subject to approval of the county engineer shall be maintained. The parking area shall be maintained in a dust-free manner. It shall be the responsibility of the applicant to provide all necessary traffic and parking control attendants in a manner approved by the Island County Sheriff's Office;
  - e. Traffic control required by the Island County Sheriff's Office, the State Patrol or WSDOT shall be arranged by the applicant;
  - f. A cash bond, the sum of which is to be determined by the county engineer, may be required to insure the repair of any damage to any public right-of-way as a result of the event;
  - g. Adequate sanitation facilities shall be provided by the applicant; and
  - h. Structures for seasonal farmer's markets are subject to the building design standards of this chapter for NR structures in the R, RR, RA, RF, and CA Zones.
- 2. In all zones except Rural Residential, Christmas tree sales for a maximum period of forty-five (45) days, subject also to chapter 5.12.
  - 3. In all zones, contractor's office and construction equipment sheds where incidental to a construction project. The office or shed shall not contain sleeping or cooking accommodations and shall be removed at a time specified by the Planning Department, unless said permit is renewed by the Planning Director.
  - 4. In R and RR Zones, a temporary residence including a single-wide mobile/manufactured home [or recreational vehicle](#) may be authorized:
    - a. When fire or natural disaster has rendered a dwelling unit unfit for human habitation; or
    - b. During rehabilitation or remodeling of a dwelling unit or construction of a new dwelling unit;
      - (i) For a period not to exceed six (6) months. Provided that in the event of circumstances beyond the control of the owner, the Planning Director may extend the use for a period or periods not to exceed six (6) months. Application for the extension shall be made at least fifteen (15) days prior to expiration of the certificate of temporary use;
      - (ii) The temporary structure shall be removed from the property upon issuance of any occupancy permit for the new or rehabilitated dwelling unit; and

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- (iii) Mobile/manufactured homes shall meet the requirements of section 17.01.180.N.2. but shall not be placed on a permanent foundation and shall not be subject to section 17.03.180.N.1.
- c. A recreational vehicle can be authorized for up to one (1) calendar year as a temporary residence, with extensions available on a case-by-case basis for individuals actively working with a government provider to secure permanent housing;
- (i) Water, sewer, and electrical utilities shall be provided for the recreational vehicle;
- (ii) A life-safety inspection is required prior to occupancy;
- (iii) The recreational vehicle shall cease to be used as a residence by the expiration of the permit, unless the permit has been renewed in conformance with this section; and
- (iv) Nothing in this section is meant to prevent the lawful storage of an unoccupied recreational vehicle on a residential lot.
5. In R and RR Zones, mobile/manufactured homes or recreational vehicle for ~~relatives~~persons ~~having~~with a physical or mental infirmity.
- a. A mobile/manufactured home or recreational vehicle may be temporarily used by an infirm person incapable of maintaining a residence on a separate property, or by one (1) or more individuals caring for the infirm person;
- b. The mobile/manufactured home or recreational vehicle shall be occupied by a family member or designated caregiver of the occupants of the primary dwelling unit;
- c. A medical doctor, licensed by the State of Washington, shall state in writing that the infirm person is not physically or mentally capable of maintaining a separate residence;
- d. The infirmity must be due to physical or mental impairment. Financial hardship conditions, child care, and other convenience arrangements not relating to physical and mental impairment are not considered an infirm condition for which a permit can be issued;
- e. The mobile/manufactured home or recreational vehicle shall conform to all Island County ordinance requirements except requirements of the zone and except for sections 17.03.180.N.1.a., c. and d.;
- (i) Water, sewer, and electrical utilities shall be provided; and
- (ii) A life-safety inspection is required for recreational vehicles prior to occupancy.
- f. The applicant shall agree to remove the mobile/manufactured home or recreational vehicle within forty-five (45) days after the unit has ceased to be used by the person for which the permit was issued. In any event, the mobile/manufactured home or recreational vehicle shall be removed from the premises by the day of the expiration of the permit, unless the permit has been renewed in conformance with this chapter; and
- g. A temporary ~~mobile/manufactured home~~residence certificate is valid for one (1) year after the date of issuance and must be renewed on an annual basis. The

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Planning Department shall give the applicant not less than thirty (30) calendar days written notice of the pending expiration of the permit, advising that a renewal will be required. Failure to receive notification of pending expiration does not constitute an extension of time for the permit. A renewal permit shall not be granted until the applicant submits a certificate of infirmity from a Washington State licensed medical doctor which addresses section 17.03.180.V.5.c. and d. and until it is determined that all requirements of this chapter have been met.

**17.03.180.W. Scenic corridors.** The purpose of the scenic corridor standards is to establish the general design guidelines for aesthetic improvements on the main entrance roadways to a city/town/non-municipal urban growth area. Existing significant trees and understory vegetation should be preserved that can be incorporated into the landscape design of development proposed along the designated scenic corridors. These standards are intended to result in development that provides a visual buffer between development and the road, and maintains a continuity of the city's/town's/non-municipal urban growth area design concepts and preserves existing natural vegetation.

...

**b.** A minimum buffer/cutting preserve of thirty-five (35) feet in Rural Residential areas and in fifty (50) feet in Rural, Rural Forest, and Rural Agricultural areas shall be provided outside of the right-of-way on private or public property in conjunction with building permits for new structures, Class IV forest practices permits, conversion option harvest permits, short subdivisions, subdivisions, **PRDs**, and Type II and Type III conditional uses. [See ICC 16.17.070 Table 1 for minimum buffers for rural clusters or rural affordable clusters.](#)

Y. **Emergency shelter.**

[1. Emergency shelters in the Rural zone.](#)

[a. Up to twelve \(12\) units is a Type II Conditional Use](#)

[b. Thirteen \(13\) to thirty \(30\) units is a Type III Conditional Use](#)

[2. Emergency shelters in LAMIRDs. Emergency shelters shall be permitted as follows:](#)

[a. Up to eight \(8\) units is a Type I process](#)

[b. Nine \(9\) to twenty \(20\) units is a Type II Conditional Use](#)

[c. Twenty-one \(21\) to thirty \(30\) units is a Type III Conditional Use](#)

[3. Emergency shelter requirements.](#)

[a. Type III Conditional Use approval shall be subject to the criteria for Class B essential public facilities per ICC 17.03.180.CC.](#)

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- b. Parcels 2.5 acres or greater in size shall be preferred for emergency shelters with 13-30 units. For parcels less than 2.5 acres in size, justification shall be provided which demonstrates how neighboring properties shall not be affected by noise, lighting, glare, unsightly structures or parking areas, or other nuisances.
  - c. All emergency shelters located farther than a half mile from an urban growth area shall provide a location alternatives analysis consistent with the provisions of ICC 17.03.180.CC.3.c. As a part of that analysis, applicants shall document how the shelter's function or service area is best served by a location outside of the Urban Growth Area.
  - d. Emergency shelters in the Rural zone or a LAMIRD shall not be permitted if the extension of public sewer service is required. Emergency shelters must be designed so that onsite sewage disposal systems are adequate to support the facility.
  - e. Emergency shelters shall be served by a public water system.
  - f. Emergency shelters shall take primary access, in order of priority, off a county arterial, county collector road, or state highway. An access permit may be required.
  - g. Emergency shelters shall not be located within any Aircraft Accident Potential Zone Overlay; to include Clear Zone, APZ I, and APZ II.
  - h. Food service for guests and staff of the shelter is permitted in conjunction with an emergency shelter. Food service shall conform with the provisions of Title 8 ICC for health, welfare, and sanitation. Food sales, table service, and cooked-to-order food is prohibited except as part of an approved restaurant.
  - i. All emergency shelters shall be subject to the following Island County Code provisions:
    - (i) Lighting, site coverage, and non-residential design and screening guidelines set forth in ICC 17.03.180;
    - (ii) The provisions of Title VIII ICC for the service of potable water, sewage disposal, solid waste handling, and food service;
    - (iii) The provisions of Title XI ICC for land development, clearing and grading, stormwater and surface water, and transportation concurrency;
    - (iv) Where applicable, the provisions of Title 13 ICC for water system and fire flow standards; and
    - (v) The provisions of Title 14 ICC for building and construction.
  - j. Review of applications for emergency shelter shall also address:
    - (i) Transportation of the guests to and from the site;

- 
- (ii) Hours of operation;
  - (iii) Staffing of the facility;
  - (iv) Proximity of the shelter to services for the guests;
  - (v) Noise management; and
  - (vi) Management of complaints from neighboring residents and/or businesses.

**Existing master planned resorts.** Through the Type IV decision process, existing master planned resorts may be designated provided that future development and specific uses have been approved through the adoption of a master plan. The purpose and intent of the master plan is to provide long term protection to environmentally, historically and archaeologically significant lands, while allowing uses, activities and development that will enhance, conserve or highlight these features of significance. This section is established for the purpose of allowing existing master planned resorts to be recognized in the Island County Code thereby enabling existing resorts to carry out future development plans. In the absence of this section of County Code, uses that now qualify as an existing master planned resort were regulated under the provisions of the underlying zoning designation. Uses that qualify as an existing master planned resort do not conform to the underlying zoning designation and would therefore be subject to the existing uses section of this chapter found in section 17.03.230. The urban nature of existing master planned resorts as defined by RCW 36.70A.362 was not acknowledged or accommodated before the establishment of this section.

1. Existing master planned resorts must adhere to the standards defined in RCW 36.70A.362.
  - a. The master plan must show that the land is better suited, and has more long term importance, for the existing resort than for the commercial harvesting of timber or agricultural production, if located on land that would otherwise be designated as forest land or agricultural land under RCW 36.70.110 and 36.70A.170.
  - b. A resort that was in existence on July 1, 1990 and that met the definition of an existing master planned resort at that time. The resort is developed, in whole or in part, as a significantly self contained and integrated development that includes short term visitor accommodations associated with a range of indoor and outdoor recreational facilities within the property boundaries in a setting of significant natural amenities.
  - c. An existing resort may include other permanent residential uses, conference facilities, and commercial activities supporting the resort, but only if these other uses are integrated into and consistent with the on-site recreational nature of the resort.
  - d. No new urban or suburban land uses shall be allowed in the surrounding vicinity of the existing resort, except in areas otherwise designated for urban growth under RCW 36.70A.110 and 36.70A.362.
  - e. The master plan for the existing master planned resort shall be consistent with standards, requirements, and provisions of chapter 17.02B.
  - f. On-site and off-site infrastructure impacts shall be fully considered and mitigated.



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~~g. The county may allocate a portion of its twenty-year population projection, prepared by the office of financial management, to the master-planned resort corresponding to the projected number of permanent residents within the master-planned resort.~~

~~2. A master plan shall demonstrate how the existing resort meets the requirements of section 17.03.180.G.1. and include the following:~~

~~a. An inventory of the existing structures and land uses on the property where the proposed existing master-planned resort exists.~~

~~b. The goals that the owner(s) of the facility has for the existing master-planned resort, including:~~

~~(i) The owner's vision statement for the resort;~~

~~(ii) The owner's future development goals and plans for the resort, including a statement on how the development goals and plans meet the vision statement for the resort.~~

~~c. A comprehensive discussion of any planned upgrades or additions to existing structures on the property.~~

~~d. A comprehensive discussion of any planned expansion of existing land uses on the property.~~

~~e. A comprehensive discussion of any new structures or land uses planned for the property. New structures and land uses shall be indicated on a site plan of the property.~~

~~f. A site plan using the criteria of chapter 16.15.~~

~~g. A phasing plan that describes anticipated time frames for future expansions and/or redevelopment.~~

~~h. A resource management plan that outlines management strategies for timber or agricultural lands and sensitive or threatened species as identified in chapter 17.02B.~~

~~3. A resort seeking status as an existing master-planned resort must have at least fifty (50) acres within the planning area.~~

~~4. Approval of a master plan in no way shall be interpreted as final approval for a specific project. New structures and land uses, or changes to existing structures and land uses that are approved through the master plan must still follow the appropriate permit process and comply with all Island County development regulations in the Island County Code.~~

~~5. Permitted uses within the existing master-planned resort are for the purpose of serving the users of the resort. All existing and proposed uses shall be set forth in the master plan. Uses that support the operations of the facility that are required per RCW 36.70A.362, such as infrastructure necessary for the support and/or mitigation of the on-site and off-site impacts of the existing master-planned resort, are implicitly allowed and do not require specific approval through this subsection. Examples of permitted uses within a master plan include the following:~~

~~a. Staff housing;~~

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- ~~b. Retreat housing;~~
  - ~~c. Group housing;~~
  - ~~d. Multi-use building;~~
  - ~~e. Cabin;~~
  - ~~f. Classroom;~~
  - ~~g. Meeting space;~~
  - ~~h. Recreation building;~~
  - ~~i. Cafeteria;~~
  - ~~j. Teaching laboratory;~~
  - ~~k. Offices;~~
  - ~~l. Storage;~~
  - ~~m. Bathhouse;~~
  - ~~n. Restrooms;~~
  - ~~o. Swimming pool;~~
  - ~~p. Sports fields;~~
  - ~~q. Sports courts;~~
  - ~~r. Campground;~~
  - ~~s. Picnicking areas;~~
  - ~~t. Amphitheater;~~
  - ~~u. Trails;~~
  - ~~v. Scenic viewpoints;~~
  - ~~w. Interpretive shelter;~~
  - ~~x. Parking;~~
  - ~~y. Water tower, not to exceed forty (40) feet in height.~~

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~~6. The following shall be considered conditional uses and processed as a Type II decision:~~

~~a. Any use or structure that exceeds the thresholds defined in the master plan, but is below the thresholds that trigger a master plan amendment per section 17.03.180.G.8.;~~

~~b. Any use that is not specifically listed as a permitted use in the master plan but is consistent with the goals and policies of the master plan and will have no significant environmental impacts;~~

~~7. Existing master planned resorts that fall within the Ebey's Landing Historical Reserve must comply with the special development requirements set forth in chapters 16.18 and 17.04;~~

~~8. Amendments to the master plan. The following variations to the approved master plan shall be processed as annual review amendments pursuant to chapter 16.26;~~

~~a. A variation that exceeds fifty (50) percent of the gross square footage of any building approved in the master plan;~~

~~b. Any structure that is not specifically identified in the master plan and that is not consistent with the goals and policies of the approved master plan;~~

~~c. A variation that exceeds ten (10) percent of the aggregate gross square footage of all buildings approved in the master plan;~~

~~d. A variation that exceeds ten (10) percent of the aggregate gross square footage of all impervious surfaces approved in the master plan;~~

~~e. Any use that is not specifically listed as a permitted use in the master plan which would not be consistent with the goals and policies of the master plan;~~

~~f. Removal of timber in areas not identified in the master plan, except for timber identified by a certified arborist as diseased, dead or a threat to an approved structure or improvement;~~

~~g. Changes in use, addition of new uses or other actions that generate significant traffic impacts not previously addressed in the master plan;~~

~~h. Changes to the boundaries of the facility; and~~

~~i. Any other type of amendment to the master plan.~~

~~9. Site development and use standards. The following site development and use standards, as provided in the master plan, shall apply to all development within an existing master planned resort:~~

~~a. Building architectural style and envelope standards;~~

~~b. Street and road standards;~~

~~c. Parking standards;~~

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d. ~~Tree retention standards;~~

e. ~~Buffer and use separation standards;~~

f. ~~Setback and height limits;~~

g. ~~Site coverage and development standards;~~

h. ~~View preservation standards; and~~

i. ~~Utility standards.~~

10. ~~Variances. Variances from the standards established in the master plan may be granted pursuant to the variance process provided in this chapter.~~

11. ~~Any use for which a definition already exists in this chapter shall not be designated as an existing master planned resort. For example, country inns are already defined within this chapter and therefore may not be designated as an existing master planned resort. This chapter is intended to support significantly self-contained and integrated development that include short-term visitor accommodations associated with a range of indoor and outdoor recreational facilities within the property boundaries as per section 17.03.180.T., that until the establishment of this section have not been fully recognized or supported by the Island County Code or comprehensive plan.~~

12. ~~Existing master planned resorts shall not be located in the RC, RV, RS, LM, AP, or RR Zones.~~

**17.03.180.Z. Aircraft Accident Potential Zone.** The primary purpose of the Aircraft Accident Potential Zone (APZ) Overlay is to promote the public health, safety, and general welfare by minimizing the hazards incident to development in the immediate vicinity of aircraft paths of arrival and departure associated with NAS Whidbey.

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17.03.180.Z.2.d. No [rural clusters or rural affordable clusters](#)~~PRDs~~ shall occur within the Clear Zone, APZ-I or APZ-II.

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*Editor's note— For a Rural [zoned rural cluster or rural affordable cluster](#)~~PRD~~, the Impervious Surface Ratio is [25-50%](#) and Open Space Ratio is ~~50-45-75%~~ *if a density bonus is used*. See [ICC 17.03.180.E](#), Density Bonus System. The Open Space Ratio does not apply to a [rural cluster or rural affordable cluster](#)~~PRD~~ that uses EDUs in the RA, RF or CA Zones. For a [rural cluster or rural affordable cluster](#)~~PRD~~ in a UGA, the Impervious Surface Ratio is 25% and the Open Space Ratio is 75%.*

## [FF. Co-living housing](#)

1. [Co-living housing may be established in any residential zone in a UGA, non-municipal UGA, and in Rural Residential, Rural Center, Rural Village, and Camano Gateway Village Zones subject to the following:](#)

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- a. In Rural Residential Zones co-living housing shall meet the standards for single family homes.
  - b. In all other zones co-living shall meet the standards for multifamily housing.
  - c. Parking for co-living housing is required at .25 spaces per sleeping unit.
  - d. In zones where density limits apply, a sleeping unit in co-living housing shall count as one-quarter of a dwelling unit for purposes of calculating dwelling unit density.
  - e. If applicable, a sleeping unit in co-living housing shall count as one-half of a dwelling unit for purposes of calculating fees for sewer connections, unless the county makes a finding, based on facts, that the connection fees should exceed the one-half threshold.
2. Co-living housing is subject to applicable Health Department standards for potable water verification and sewage disposal per Chapters 8.09 and 8.07D.
  3. The permit applicant shall apply for a building permit for co-living housing to be established as a legal use in a new structure or when converting a structure existing as of (date of adoption). Co-living housing shall comply with applicable building, fire, and health and safety codes.

GG – Affordable housing.

1. Purpose. The purpose of this section is to set forth the conditions under which housing may qualify as affordable housing for the purpose of density bonuses or other provisions of the comprehensive plan or Island County Code.
2. Except where further specified in the Comprehensive Plan and this code, “affordable housing” refers to attached and detached dwelling units serving as the primary residence for very low-, low-, and moderate-income households. The definition of income groups by household size shall be as most recently defined by the U.S. Department of Housing and Urban Development for Island County.
3. To qualify as affordable to a particular income group and family size, housing shall provide long-term affordability as defined below, and shall have an appropriate size and amenities and have a sufficient number of bedrooms to meet the needs for that family size as determined by the director, using appropriate information from the building code, the U.S. Department of Housing and Urban Development and the Washington State Department of Commerce.
4. Long-Term Affordability. In order to qualify as affordable housing, housing must provide assurance of affordability to applicable income groups for at least 50 years for ownership housing and 40 years for rental housing by one or more of the following methods:
  - a. Ownership of land or land and structures by a public agency or nonprofit housing provider;
  - b. Granting of a restrictive use easement in a form specified by the County for the portions of the site encompassing the affordable units to Island County for the purpose of affordable housing development;
  - c. In the case of rental housing only, the units are subject to a contract with a housing provider which assures their affordability for a minimum of 40 years; or

- 
- d. Housing which because of its size, location, amenities, restrictions on development or use, or other characteristics, has been specifically determined by resolution of the County council to be affordable.
  5. Permanently Affordable Housing. In order to qualify as permanently affordable housing, housing must provide assurance of affordability to applicable income groups for at least 99 years by one or more of the following methods:
    - a. Ownership of land or land and structures by a public agency or nonprofit housing provider with assurance of affordability for at least 99 years;
    - b. Granting of an affordability covenant in a form specified by the County for the portions of the site encompassing the affordable units to Island County for the purpose of affordable housing development;
    - c. Housing which because of its size, location, amenities, restrictions on development or use, or other characteristics, has been specifically determined by resolution of the County council to be permanently affordable.
  6. Concurrent Development. Affordable housing units must be developed prior to or at the same time as other allowed residential units in any project granted a density bonus for affordable housing.
  7. Limitation on Credit for Affordable Moderate-Income Housing. No more than 50 percent of the dwelling units counted as affordable housing or permanently affordable housing for the purpose of obtaining a density bonus, use permit, or other special privilege reserved for affordable housing in any project may be for moderate-income households.
  8. Short term rentals are prohibited in any development that receives bonus density for affordable housing.

#### **17.03.190 – Code Interpretation.**

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17.03.190.B.d. A general site plan drawn to a scale of not less than one (1) inch to twenty (20) feet and not greater than one (1) inch to one hundred (100) feet showing building envelopes, access, circulation (both vehicle and pedestrian), and open space or an application for site plan approval pursuant to ~~Chapter 16.15~~ ICC or rural cluster or rural affordable cluster~~PRD~~ approval pursuant to ~~Chapter 16.17~~ ICC; and

#### **Chapter 17.06 Freeland Zoning Code**

##### **17.06.320 - Additional standards for residential building types.**

##### **A. Attached and Detached ADUs.**

1. ~~No more than one (1) ADU, attached or detached,~~ Two ADUs are allowed per single family dwelling unit, the ADUs may be provided as follows:
  - a. Either or both ADUs may be attached or detached.
  - b. Two detached ADUs may be located in one structure.



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2. Existing structures, including but not limited to detached garages, may be converted into ADUs regardless of conformance to setback and lot coverage standards.

3. ADUs may be conveyed as a condominium.

~~2.4.~~ Vehicle access and parking.

a. One (1) on-site parking space is required for the attached or detached ADU. The Planning Director may consider approval of on-street parking to meet this requirement in the following circumstances:

(i) Required parking cannot be provided on-site, due to site constraints, and the on-site requirement would preclude the addition of an attached or detached ADU; and

(ii) On-street parking is available in front of the lot; and

(iii) The proposed on-street parking location would not impede safe pedestrian or vehicle travel in the right-of-way and/or to the residence.

b. For front or side yard access, the attached or detached ADU must share a common driveway with the dwelling to which it is an accessory dwelling. A unit may be accessed off of an alleyway.

~~3.5.~~ The attached or detached ADU is subject to applicable Public Health standards for water and sewage disposal (~~§~~Title 8 ICC).

~~4.6.~~ Open space requirements are determined by the primary structure on the building. No additional private open space is required for an attached or detached ADU.

~~5.7.~~ Detached ADU.

a. A permit application for detached ADU must be in the name of the owner of the lot or parcel.

b. A detached ADU shall not exceed 1,200 square feet of gross floor area. When measuring gross floor area for a detached ADU, any associated garage/shop space that is not living space shall not be counted in the overall floor area calculation. ~~In no case shall the building footprint of the detached ADU exceed the footprint of the main structure.~~

c. The property owner must apply for a building permit for a detached ADU. A detached ADU shall comply with applicable building, fire, health, and safety codes.

~~d. A detached ADU cannot be segregated or separately sold, transferred, given or otherwise conveyed unless the proposed new lot is of sufficient size to meet minimum lot size, base density, and other County Code requirements.~~

d. A detached ADU may be sited at a lot line that abuts a public alley.

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e. A detached ADU does not need to provide a frontage type per ~~section~~[ICC](#) 17.06.430. A porch or stoops is encouraged for a detached ADU that faces and is visible to the right-of-way.

~~6.8.~~ Attached ADU. ~~In order to encourage the provision of more housing options, attached~~  
[Attached](#) ADUs may be established, subject to the following criteria.

~~a. No home occupation or home industry shall be permitted for the residents of the attached ADU.~~

~~b.~~[a.](#) An attached ADU shall be no greater than ~~1,000~~ [1,200](#) square feet.

~~c.~~[b.](#) An attached ADU may be created through:

(i) Internal conversion within an existing single family dwelling;

(ii) The addition of new square footage to the existing single family dwelling;  
or

(iii) Inclusion in the development plans for, or as part of, the construction of a new single-family dwelling unit.

~~d. An Attached ADU shall be located within an owner-occupied primary residence.~~

~~e.~~[c.](#) If an attached ADU extends beyond the footprint of the principal SF dwelling, it must be consistent with the architectural style, materials, and color(s) of the principal residence.

**B. Mobile/manufactured homes.**

1. Mobile/manufactured homes in all zones shall meet all of the standards and requirements of the State of Washington, Island County (chapter 8.03A [ICC](#)), and any other applicable government regulations in effect at the time of installation. The mobile/manufactured home shall bear an insignia issued by a state or federal regulatory agency indicating that the mobile/manufactured home complies with all applicable construction standards of the U.S. Department of Housing and Urban Development or that it passed a state systems inspection at the time it was constructed or has since passed a state alteration/fire safety inspection.

2. The ~~size~~, construction, siting, and other features of the mobile/manufactured home shall be compatible with the surrounding residential properties by meeting the following minimum standards:

~~a. The mobile/manufactured home shall be of double or multi-sectioned construction, provided that a single wide mobile/manufactured home shall be allowed within an existing mobile/manufactured home park and/or as a replacement to an existing single wide unit which was legally installed on the same individual lot;~~

~~b.~~[a.](#) Roof pitch shall be not less than a two and one-half (2.5) foot rise for each twelve (12) feet of horizontal run; and

~~c.~~[b.](#) Roof construction shall be of non-reflective materials.

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## **17.06.350 - Institutional uses.**

Institutional uses may be approved as permitted or conditional uses as specifically enumerated in the applicable zone. Provisions shall be made for multi-modal access including transit access or transit stops, and shall include provisions for non-motorized access to the development as appropriate for the nature and scale of the project. An institutional use shall meet the requirements of this chapter and the following standards.

### **A. Churches or similar buildings of worship.**

1. A site plan must be approved pursuant to [Chapter 16.15 ICC](#).
2. Such buildings are not subject to the community meeting requirements of [section ICC 16.19.050](#).
3. Such buildings shall take primary access, in order of priority, off a county arterial, county collector road highway, or state highway.
4. Such buildings shall comply with the non-residential rural design, landscape, open space, screening, buffering, signage, parking, and lighting standards set forth in this chapter.
5. Buildings of worship in the Low Density Residential district are limited to a seating capacity of no more than 150 or a 2,000-square foot assembly area.
6. Accessory uses.
  - (i) One (1) single family dwelling located on the site that is used in conjunction with the building of worship shall be considered an accessory structure and comply with the provisions governing residential uses of the zone in which it is located.
  - (ii) Meeting facilities/places of worship may include functionally related internal facilities such as kitchens, multi-purpose rooms, and offices. Places of worship may establish schools, day care centers, and on-site social programs such as, but not limited to, health care clinics, food banks, and safe parking programs. Such programs may be in the primary or in an accessory structure.
  - (iii) Accessory uses, [except accessory dwelling units, which are regulated pursuant to ICC 17.06.320](#), must be not-for-profit.
  - (iv) The sum of all primary and accessory structures may not exceed the site coverage and impervious surface limitations of the underlying zoning district. Additionally, the floor area of all accessory uses may not exceed the floor area of the principal building.

#### I. Emergency shelter.

[a. Emergency shelters must be designed so that onsite sewage disposal systems are adequate to support the facility, and must be connected to a public sewage system when available.](#)

[b. Emergency shelters must be served by a public water system.](#)

c. [Emergency shelters must take primary access, in order of priority, off a county arterial, county collector road, or state highway. An access permit may be required.](#)

d. [Food service for guests and staff of the shelter is permitted in conjunction with an emergency shelter. Food service shall conform with the provisions of Title 8 ICC for health, welfare, and sanitation. Food sales, table service, and cooked-to-order food is prohibited except as part of an approved restaurant.](#)

f. [All emergency shelters shall be subject to the following Island County Code provisions:](#)

[\(i\) Lighting, site coverage, and non-residential design and screening guidelines set forth in ICC 17.06.500;](#)

[\(ii\) The provisions of Title 8 ICC for the service of potable water, sewage disposal, solid waste handling, and food service;](#)

[\(iii\) The provisions of Title 11 ICC for land development, clearing and grading, stormwater and surface water, and transportation concurrency;](#)

[\(iv\) Where applicable, the provisions of Title 13 ICC for water system and fire flow standards; and](#)

[\(v\) The provisions of Title 14 ICC for building and construction.](#)

g. [Review of applications for emergency shelter shall also address:](#)

[\(i\) Transportation of the guests to and from the site;](#)

[\(ii\) Hours of operation;](#)

[\(iii\) Staffing of the facility;](#)







[\(iv\) Proximity of the shelter to services for the guests;](#)

[\(v\) Noise management; and](#)

[\(vi\) Management of complaints from neighboring residents and/or businesses.](#)

#### 17.06.220 Non-residential uses.

See also [section ICC 17.06.305](#) for general standards, [sections ICC 17.06.500—17.06.580](#) for site design standards, and [sections ICC 17.06.600—17.06.670](#) for building design standards.

TABLE 17.06.220 NON-RESIDENTIAL USES							
<div>  = Type I permitted use   = Type II conditional use   = Type III conditional use </div>		Low Density	Medium Density	Business Village	Business General	Non-Residenti	Light
USE TYPE		LD	MD	BV	BG	NM	LI
RELATED CODE(S)							
Lodg	Bed and Breakfast Room	 (1,3,9)	 (1,3,9)	 (1,9)			
							1—2 guest rooms -

								ICC 17.06.330.A.1
	Bed and Breakfast Inn		II (3,7,9)	II (5,9)				3 to 6 guest rooms - ICC 17.06.330.A.2
	Emergency Shelter/ Transitional Housing		III (3,5,9)	II (5,9)	II (3,9)	II (3,9)		In MD district:  Type II if <4,000 sf Type III if ≥ 4,000 sf
	Hotel/Motel			III (9)	III (3,9)	III (3,9)		7 or more guest rooms - ICC 17.06.330.C
Office	Flex Office			II (8)	II (8)	II (8)	II (8)	
	Health Care Facilities		II (7)	II (8)	II (8)	II (8)	II (8)	
	Office Building		II (7)	II (8)	II (8)	II	II	
Services	Banks/Financial Institutions			II	II	II		
	Cultural Centers		II (7)	II	II	II	II	
	Day Care Center, Small	(1)	II	II				ICC 17.06.350.C
	Day Care Center		II (3,7)	II	II (3)	II (3)		ICC 17.06.350.C
	Dry Cleaners				II	II	II	
	Fuel Service				II	II		ICC 17.06.340.G
	Churches/Schools	III	III	II	II	II	II	ICC 17.06.350
	Police/Fire Station	III	III	III	II	II	II	ICC 17.06.350.D
	Kennels and animal shelters					III (4)	II (4)	ICC 17.06.350.E
Food Service	Restaurant, no Drive-Thru		II (7)	II	II	II		
	Restaurant, w/Drive-Thru				II			ICC 17.06.540.D.5
	Commercial Kitchen (Stand-Alone)				II (7)	II	II	

	Coffee Shops		II (7)	II	II	II		w/ or w/o Drive-Thru
	Farm Stand or Push Cart			I (2,7)	I (2)	I (2)		
	Food Truck			II	I (2)	I (2)		ICC 17.06.340.E
	Food Truck Court>			II	II	II		ICC 17.06.340.F
	Farmers Market			II (7)	II	II		
	Grocery Store			II (7)	II	II		
Retail	Artist Studio		II (7)	I (2,8)	I (2,8)	I (2,8)		Non-habitable space
	Garden Center/Lumber Yard					II	II	
	Marijuana, Retail Sales				III (10)	III (10)		ICC 17.03.180.BB
	Retail Sales and Services		II (7)	II	II	II		Type III if ≥12,000 sf
Entertainment/Recreation	Bar/Nightclub/Remote Tasting Room			II	II	II		
	Assembly/Event Center				II	II	II	Type III if ≥8,000 sf
	Events							Not allowed in LD & MD Districts; ICC 17.06.340.D
	Outdoor Auditorium				II	II		
	Community Center/Library/Museum			II	II	II		
	Health Club/Gymnasium			II	II	II	II	
	Amusement, Indoor			II	II	II	II	Type III if ≥500 sf
	Amusement, Outdoor					II	II	Type III if ≥1,000 sf; ICC 17.06.340.A
	Theatre, Live			II	II	II		



	Water-Dependent Uses (Marina, Launch)					III	III	Per SMP - Chapter 17.05A ICC
Manufacturing/Industrial	Artisan Workshop			II	I (2,8)	I (2,8)		ICC 17.06.340.B
	Automotive Repair				II (7)	II	II	
	Boat Building, Repair, and Related Industry						III	
	Food Processing				II (8)	I (8)	I (8)	
	Winery/Cidery/Brewery/Distillery/Coffee Roaster			I (2,8)	I (8)	I (8)	I (8)	
	Light Manufacturing					II	II	
	Research and Development					II	II	
	Storage, Commercial or Mini-Storage						II	ICC 17.06.340.I
	Storage, Outdoor							ICC 17.06.340.J
	Warehousing and Distribution Centers					II	II	
Utilities	Communications, Small Cell	II (1)	II (1)	II (1)	II (1)	II (1)	II (1)	
	Communications Tower				III	III	III	ICC 17.03.180.L.8
	Essential Public Facilities				III	III	III	ICC 16.19.060
	Major Utilities					III	III	
	Minor Utilities				III	III	III	
	Water Tank							ICC 17.06.350.H

**NOTES:**

- (1) May be allowed as an accessory use only, subject to ICC 17.06.300—17.06.350.
- (2) Not allowed on Main Street or Harbor Avenue frontages.
- (3) Not allowed within 500 feet of Industrial (LI) district.
- (4) Not allowed within 300 feet of a residential district (LD or MD) or an existing residential use.
- (5) May be allowed as a component of a mixed-use development (separate building or attached) if fully integrated and the commercial component is developed at the same time as, or before, the residential; prohibited as a stand-alone use. Mixed-use may be attached units or with residential in a separate building. In no case shall residential component have more square footage than the non-residential uses.
- (6) May be allowed as a component of a cluster development, under the PRD provisions in chapter 16.17 ICC.
- (7) May be allowed as a transitional use under the provisions of ICC 17.06.205.
- (8) Type II approval if SEPA required (per Chapter 43.21C RCW and 197-11 WAC), Type I approval if SEPA

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Exempt.

(9) Number of bedrooms shall be limited by the septic/sewer capacity.

(10) Per RCW 69.50.331, not allowed within 1,000 feet of an elementary or secondary school; playground; recreation center or facility; child care center; public park; public transit center; library; or any game arcade (where admission is not restricted to persons age twenty-one (21) or older).

(Ord. No. C-49-19 [PLG-004-19], Exh. C, 6-18-2019)

Island County 2025 Comprehensive Plan Periodic Update Schedule - Updated November 2025

DRAFT - SUBJECT TO CHANGE

DRAFT - SUBJECT TO CHANGE		October				November				December				January				February				March				April				May				June																																																																																																																									
		10/6/25 - 10/12/25				10/13/25 - 10/19/25				10/20/25 - 10/26/25				10/27/25 - 11/2/25				11/3/25 - 11/9/25				11/10/25 - 11/16/25				11/17/25 - 11/23/25				11/24/25 - 11/30/25				12/1/25 - 12/7/25				12/8/25 - 12/14/25				12/15/25 - 12/21/25				12/22/25 - 12/28/25				12/29/25 - 1/4/26				1/5/26 - 1/11/26				1/12/26 - 1/18/26				1/19/26 - 1/25/26				1/26/26 - 2/1/26				2/2/26 - 2/8/26				2/9/26 - 2/15/26				2/16/26 - 2/22/26				2/23/26 - 3/1/26				3/2/26 - 3/8/26				3/9/26 - 3/15/26				3/16/26 - 3/22/26				3/23/26 - 3/29/26				3/30/26 - 4/5/26				4/6/26 - 4/12/26				4/13/26 - 4/19/26				4/20/26 - 4/26/26				4/27/26 - 5/3/26				5/4/26 - 5/10/26				5/11/26 - 5/17/26				5/18/26 - 5/24/26				5/25/26 - 5/31/26				6/1/26 - 6/7/26				6/8/26 - 6/14/26				6/15/26 - 6/21/26				6/22/26 - 6/28/26				6/29/26 - 7/5/26	
		Dates																																																																																																																																																									
		Week	41	42	43	44	45	46	47	48	49	50	51	52	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27																																																																																																																		
Draft Elements	Reassessment of CPPs																																																																																																																																																										
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	Release Draft Elements																																																																																																																																																										
	60 Day Public Comment Period																																																																																																																																																										
	60 Day Commerce / Navy Comment Period																																																																																																																																																										
	Planning Commission / BOCC Meetings																																																																																																																																																										
SEPA	Public Meetings Across County																																																																																																																																																										
	PCD Prepares Checklist																																																																																																																																																										
	Post SEPA Checklist & Determination																																																																																																																																																										
Adoption	SEPA Checklist Comment & Appeal Period																																																																																																																																																										
	PCD incorporates comments into final draft																																																																																																																																																										
	Planning Commission Workshops																																																																																																																																																										
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**ISLAND COUNTY BUDGET/RISK**

**WORK SESSION AGENDA**

**MEETING DATE: 11/12/2025**

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**To: Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From: Susan Geiger, Director**

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**Amount of time requested for agenda discussion. 10 minutes**

**DIVISION: Administrative**

**Agenda Item No.: 1**

**Subject: Washington State Counties Risk Pool (WCRP) optional excess insurance coverage.**

**Description:** Discussion with the Board on whether to opt out of the WCRP optional excess insurance coverage.

**Attachment: Memo, WCRP Premium Allocation by County**

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

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

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

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



## Island County Budget & Risk Management

*Susan M Geiger, Director*

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Email: SM.Geiger@islandcountywa.gov | www.islandcountywa.gov

### MEMORANDUM

TO: Board of Island County Commissioners

FROM: Susan Geiger, Director  
Budget & Risk Management

SUBJ: WCRP Excess Liability Coverage Renewal for 2026

DATE: November 7, 2025

The Washington Counties Risk Pool has provided the premium cost for the optional excess liability coverage for 2026. The coverage increases the liability coverage for Island County from \$20 million to \$25 million. The County has opted into this program since 2020. If the County opts into the Excess Liability coverage for 2026 premium cost would be \$18,571. The soon to be adopted budget for 2026 includes an estimate for this coverage in the amount of \$19,548.

The benefit of additional coverage in Washington State is prudent considering the history of high jury awards and the joint and several liability law that is in effect.

If the County decides to not continue with the Excess Liability Coverage, WCRP must be notified by November 21, 2025.

**Recommendation:** Approve continuation of the Excess Liability Coverage program with WCRP.

Washington Counties Risk Pool  
Optional Excess (\$5 Million Excess \$20 Million)

Policy Year 2026  
Premium Allocation by County

<u>County</u>	<u>Worker Hours</u>	<u>Participate</u>	<u>Annual Months Effective</u>	<u>Exposures</u>	<u>Rate</u>	<b>12-month Premium 2026</b>
Adams	346,709	FALSE	12	-	12,381	\$0
Benton	1,187,054	TRUE	12	4.00	12,381	49,524
Chelan	983,057	FALSE	12	-	12,381	0
Clallam	737,207	TRUE	12	1.50	12,381	18,571
Cowlitz	1,069,194	TRUE	12	4.00	12,381	49,524
Douglas	429,774	FALSE	12	-	12,381	0
Franklin	539,589	FALSE	12	-	12,381	0
Grays Harbor	801,725	FALSE	12	-	12,381	0
Island	884,286	TRUE	12	1.50	12,381	18,571
Jefferson	560,306	TRUE	12	1.50	12,381	18,571
Kittitas	698,371	TRUE	12	1.50	12,381	18,571
Klickitat	453,821	TRUE	12	1.00	12,381	12,381
Lewis	1,159,362	TRUE	12	4.00	12,381	49,524
Mason	820,875	TRUE	12	1.50	12,381	18,571
Okanogan	591,861	FALSE	12	-	12,381	0
Pacific	389,967	TRUE	12	1.00	12,381	12,381
Pend Oreille	308,973	TRUE	12	1.00	12,381	12,381
San Juan	426,261	FALSE	12	-	12,381	0
Skagit	1,384,627	TRUE	12	4.00	12,381	49,524
Spokane	3,744,432	FALSE	12	-	12,381	0
Thurston	2,433,620	TRUE	12	10.00	12,381	123,810
Walla Walla	557,271	TRUE	12	1.50	12,381	18,571
Whatcom	1,710,603	FALSE	12	-	12,381	0
Yakima	1,631,745	TRUE	12	4.00	12,381	49,524
Total	23,850,690			42.00	12,381	\$520,000