

**ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE
DECEMBER 20, 2023**

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

9:00 a.m.	Public Works
9:45 a.m.	Commissioners' Office
10:05 a.m.	Planning & Community Development
11:05 a.m.	Public Health
11:50 a.m.	Treasurer

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 6th 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. If you have questions regarding public comment, you may call (360) 679-7385. Written public comments are considered a public record.

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

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



ISLAND COUNTY PUBLIC WORKS

WORK SESSION AGENDA

MEETING DATE: 12/20/2023

To: Janet St. Clair, Chair
Board of Island County Commissioners

From: Esco Bell, Director

Amount of time requested for agenda discussion. 45 minutes

DIVISION: County Roads

Agenda Item No.: 1

Subject: County Engineer's Report – Petition for Vacation of a Portion of Right-of-Way Near Lincoln Street

Description: The proposed area to be vacated is currently serving as a driveway between two parcels that are owned by the petitioners.

Attachment: Memorandum, Map, Engineer's Report, Petition

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: Not Applicable

P.A. Review: Not Applicable

DIVISION: Parks

Agenda Item No.: 2

Subject: Brighton Beach Parcel

Description: To inform the Board of Public Works decision on the use of Parcel R32924-330-4620.

Attachment: Memorandum

Request: *(Check boxes that apply)*

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

IT Review: Not Applicable

Budget Review: Not Applicable

P.A. Review: Not Applicable

DIVISION: County Roads

Agenda Item No.: 3

Subject: Resolution C-XX-23/R-42-23 Closing Island County's Completed Drainage, Public Works and County Road Projects

Description: Public Works is required by RCW 36.77.070, to provide a listing of those drainage, public works and roads projects that have met all legal requirements for completion and closeout. Once a project has been completed and presented for close-out there will be no additional charges made against said project. The resolution presented here contains the project's identifying number(s), the name of the project and the breakdown of the costs for each project.

Attachment: Memorandum, Resolution, Completed Project Closeout Spreadsheets

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: Not Applicable

P.A. Review: Not Applicable

DIVISION: Island Regional Transportation Planning Organization

Agenda Item No.: 4

Subject: Updates to funding for the Island Regional Transportation Planning Organization (IRTPO)

Description: Staff to update the Board on changes to funding for the IRTPO.

Attachment: None

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

Ed Sewester, P.E., County Engineer

1 NE 7th Street, Coupeville, WA 98239

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

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

MEMORANDUM

December 20th, 2023

TO: Board of County Commissioners – Island County

FROM: Ed Sewester, County Engineer

RE: County Engineer Report – Petition for Vacation of a Portion of Right-of-Way Adjacent to Lincoln Street

Summary:

The County Engineer recommends approving a petition to vacate a portion of right-of-way at the end of the traveled roadway known as Lincoln Street. If the Board concurs, the next step will be to set a public hearing date for January 23, 2024 at an upcoming consent agenda.

Background:

Public Works received a petition to vacate a portion of county road right-of-way (ROW) known as Lincoln Street. The area proposed for vacation is at the end of the traveled portion of the road, (map attached), and currently being utilized as a driveway to access the Petitioners' property.

Lincoln Street is located south of Freeland, off of Sunlight Beach Road, in Section 19, Township 29 North, Range 3 East; Plat of Olympic Marine View, on Whidbey Island.

The petition was submitted by Braden H. Giswold & Molly Marie Fox. The Board directed the County Engineer to prepare a report per RCW 36.87.040.

Items to note:

- There are no planned or future projects anticipated that would require the area in the proposed vacation.
- The planning department area reviewed the petition for consistency with the Comprehensive Plan and has no objections.

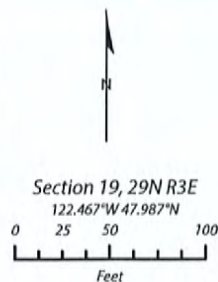
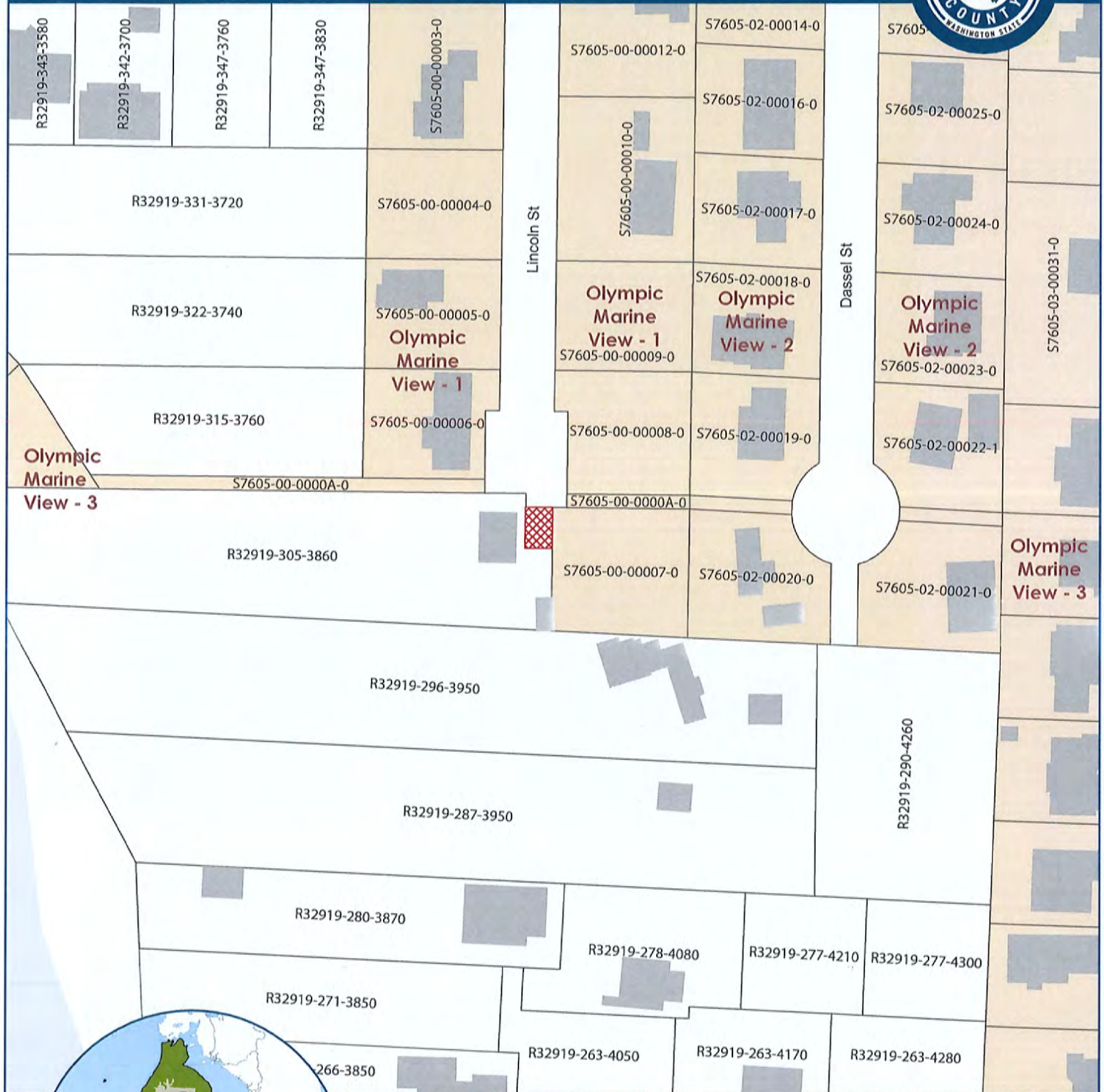
The Fair Market Value of said right-of-way proposed to be vacated and the County Engineer's costs relative to said vacation will be calculated and provided on the Final Order of Vacation.

The County Engineer recommends reimbursement of costs relative to said vacation be collected prior to entering Final Order of Vacation.

Conditions in the engineer's report include:

- 1) An easement is reserved within the vacated right-of-way for all existing and future utilities, including extension and improvements thereto, and recognition of any franchises of record.
- 2) All rights of ingress and egress held by private parties shall not be extinguished by this right-of-way vacation action.
- 3) There are no current or future proposals for this portion of right-of-way requested to be vacated.

Island County Public Works



Proposed Vacation of County Road ROW

Proposed Vacation of
County Road Right of Way
Lincoln St

Vicinity Map

10/25/2022



VACATION OF COUNTY ROAD RIGHT OF WAY

REPORT OF COUNTY ENGINEER

In the Matter of the Vacation of a portion of Island)
County right-of-way known as Lincoln Street)
in the Plat of Olympic Marine View, Sec. 19, Twp. 29N,)
Rge 2E, W.M., Island County, Washington)

Petitioned by: Braden H.
Giswold & Molly Marie Fox

Vacation:

Approximately 600 square feet lying between Parcel S7605-00-00007-0 & R32919-305-3860

I, the undersigned, County Engineer of Island County, State of Washington, being duly directed by the Board of County Commissioners to examine and report on County Road right of way known as Mutiny Sands Road, proposed for vacation by Braden H. Giswold & Molly Marie Fox, did examine said road and reports as follows:

In accordance with RCW 36.87 and ICC 12.03, I hereby report

☒ IN FAVOR of said vacation and the public will be benefited by it.

☐ NOT IN FAVOR of said vacation

☐ the public will not be benefited by this vacation

☐ said road is not in use as a County Road

☐ it will be advisable to preserve this road as part of the general road system.

In accordance with RCW 36.87.050, notices of hearing on said vacation will be posted at each termini of said road and published in the Whidbey News Times.

The Fair Market Value of said right of way proposed to be vacated and the County Engineer's costs relative to said vacation will be calculated and provided on the Final Order of Vacation.

The County Engineer recommends reimbursement of costs relative to said vacation be collected prior to entering Final Order of Vacation.

In accordance with ICC 12.03.020, the classification of said road right of way proposed to be vacated is:

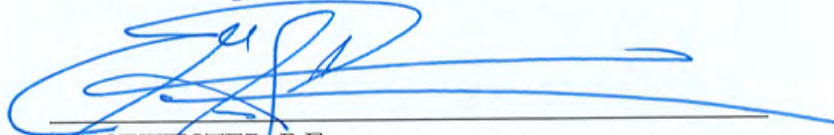
Class B – No public expenditures made or nonascertainable from records.

Subclass 2: Part or all lies within a platted subdivision

FURTHER:

- 1) An easement in gross is hereby reserved within the vacated right-of-way for all existing and future utilities, including extension and improvements thereto, and recognition of any franchises of record.
- 2) All rights of ingress and egress held by private parties shall not be extinguished by this right-of-way vacation action.
- 3) There are no current or future proposals for this portion of right-of-way requested to be vacated.
- 4) Prior to recording applicant will submit a formal survey of the area vacated.

SUBMITTED this 1st day of December, 2023



ED SEWESTER, P.E.
ISLAND COUNTY ENGINEER

Petition for Vacation of a County Road

In the matter of the petition of
BRADEN H. GISWOLD & MOLLY MARIE FOX

and others for the Vacation of a
County Road in Island County,
Washington

} Petition

To the Board of County Commissioners of Island County, Washington

We, the undersigned freeholders of Island County, State of Washington, do
petition that the following described County Road be vacated, viz.: Commencing at

running thence

All that portion of the dedicated Lincoln Street right of way in the Plat of Olympic Marine View, according to the recorded plat thereof in the Office of the Auditor of Island County, Washington, in Volume 5 of Plats, page 17 lying westerly of the of Lot 7, Olympic Marine View, according to the recorded plat thereof in the Office of the Auditor of Island County, Washington, in the Volume 5 of Plats, page 17.

and ending at

The whole distance being about 0.007 miles, said road being numbered 24430

Your petitioners respectfully represent and allege that the road is useless as part of the general road system and the public will be benefited by its vacation, and that all of your petitioners are freeholders residing in said County in the vicinity of said road; as provided by law.

Revised Code of Washington, Chapter 36.87 - Roads and Bridges - Vacation

36.87.010 Resolution of intention to vacate.

When a county road or any part thereof is considered useless, the board by resolution entered upon its minutes, may declare its intention to vacate and abandon the same or any portion thereof and shall direct the county road engineer to report upon such vacation and abandonment.

36.87.020 County road frontage owners' petition - Bond, cash deposit, or fee.

Owners of the majority of the frontage on any county road or portion thereof may petition the county legislative authority to vacate and abandon the same or any portion thereof. The petition must show the land is useless as part of the county road system and that the public will be benefited by its vacation and abandonment. The legislative authority may (1) require the petitioners to make an appropriate cash deposit or furnish an appropriate bond against which all costs and expenses incurred in the examination, report, and proceedings pertaining to the petition shall be charged; or (2) by ordinance or resolution require the petitioners to pay a fee adequate to cover such costs and expenses.

36.87.030 County road frontage owners' petition - Action on petition.

On the filing of the petition and bond and on being satisfied that the petition has been signed by petitioners residing in the vicinity of the county road or portion thereof, the board shall direct the county road engineer to report upon such vacation and abandonment.

36.87.040 Engineer's report.

When directed by the board the county road engineer shall examine any county road or portion thereof proposed to be vacated and abandoned and report his opinion as to whether the county road should be vacated and abandoned, whether the same is in use or has been in use, the condition of the road, whether it will be advisable to preserve it for the county road system in the future, whether the public will be benefited by the vacation and abandonment, and all other facts, matters, and things which will be of importance to the board, and also file his cost bill.

36.87.050 Notice of hearing on report.

Notice of hearing upon the report for vacation and abandonment of a county road shall be published at least once a week for two consecutive weeks preceding the date fixed for the hearing, in the county official newspaper and a copy of the notice shall be posted for at least twenty days preceding the date fixed for hearing at each terminus of the county road or portion thereof proposed to be vacated or abandoned.

36.87.060 Hearing.

(1) On the day fixed for the hearing, the county legislative authority shall proceed to consider the report of the engineer, together with any evidence for or objection against such vacation and abandonment. If the county road is found useful as part of the county road system it shall not be vacated, but if it is not useful and the public will be benefited by the vacation, the county legislative authority may vacate the road or any portion thereof. Its decision shall be entered in the minutes of the hearing.

(2) As an alternative, the county legislative authority may appoint a hearing officer to conduct a public hearing to consider the report of the engineer and to take testimony and evidence relating

to the proposed vacation. Following the hearing, the hearing officer shall prepare a record of the proceedings and a recommendation to the county legislative authority concerning the proposed vacation. Their decision shall be made at a regular or special public meeting of the county legislative authority.

36.87.070 Expense of proceeding.

If the county legislative authority has required the petitioners to make a cash deposit or furnish a bond, upon completion of the hearing, it shall certify all costs and expenses incurred in the proceedings to the county treasurer and, regardless of its final decision, the county legislative authority shall recover all such costs and expenses from the bond or cash deposit and release any balance to the petitioners.

36.87.080 Majority vote required.

No county road shall be vacated and abandoned except by majority vote of the board properly entered, or by operation of law, or judgment of a court of competent jurisdiction.

36.87.090 Vacation of road unopened for five years - Exceptions.

Any county road, or part thereof, which remains unopen for public use for a period of five years after the order is made or authority granted for opening it, shall be thereby vacated, and the authority for building it barred by lapse of time: PROVIDED, That this section shall not apply to any highway, road, street, alley, or other public place dedicated as such in any plat, whether the land included in such plat is within or without the limits of an incorporated city or town, or to any land conveyed by deed to the state or to any county, city or town for highways, roads, streets, alleys, or other public places.

36.87.100 Classification of roads for which public expenditures made - Compensation of county.

Any board of county commissioners may, by ordinance, classify all county roads for which public expenditures were made in the acquisition, improvement or maintenance of the same, according to the type and amount of expenditures made and the nature of the county's property interest in the road; and may require persons benefiting from the vacation of county roads within some or all of the said classes to compensate the county as a condition precedent to the vacation thereof.

36.87.110 Classification of roads for which no public expenditures made - Compensation of county.

Any board of county commissioners may, by ordinance, separately classify county roads for which no public expenditures have been made in the acquisition, improvement or maintenance of the same, according to the nature of the county's property interest in the road; and may require persons benefiting from the vacation of county roads within some or all of the said classes to compensate the county as a condition precedent to the vacation thereof.

36.87.120 Appraised value as basis for compensation - Appraisal costs.

Any ordinance adopted pursuant to this chapter may require that compensation for the vacation of county roads within particular classes shall equal all or a percentage of the appraised value of the vacated road as of the effective date of the vacation. Costs of county appraisals of roads

pursuant to such ordinances shall be deemed expenses incurred in vacation proceedings, and shall be paid in the manner provided by RCW 36.87.070.

36.87.130 Vacation of roads abutting bodies of water prohibited unless for public purposes or industrial use.

No county shall vacate a county road or part thereof which abuts on a body of salt or fresh water unless the purpose of the vacation is to enable any public authority to acquire the vacated property for port purposes, boat moorage or launching sites, or for park, viewpoint, recreational, educational or other public purposes, or unless the property is zoned for industrial uses.

36.87.140 Retention of easement for public utilities and services.

Whenever a county road or any portion thereof is vacated the legislative body may include in the resolution authorizing the vacation a provision that the county retain an easement in respect to the vacated land for the construction, repair, and maintenance of public utilities and services which at the time the resolution is adopted are authorized or are physically located on a portion of the land being vacated; PROVIDED, That the legislative body shall not convey such easement to any public utility or other entity or person but may convey a permit or franchise to a public utility to effectuate the intent of this section. The term "public utility" as used in this section shall include utilities owned, operated, or maintained by every gas company, electrical company, telephone company, telegraph company, and water company whether or not such company is privately owned or owned by a governmental entity.

36.87.900 Severability - 1969 ex.s.c 185.

If any provision of this act, or its application to any person, property or road is held invalid, the validity of the remainder of the act or the application of the provision to other persons, property or roads shall not be affected.

<i>Name of Principal Petitioner</i>	<i>Address</i>	<i>Parcel Number</i>
BRADEN H. GISWOLD & MOLLY MARIE FOX	6160 LINCOLN ST Clinton, WA 98236	S7605-00-00007-0
BRADEN H. GISWOLD & MOLLY MARIE FOX	6160 LINCOLN ST Clinton, WA 98236	R32919-305-3860
<i>Petitioners Residing in Vicinity</i>	<i>Address</i>	<i>Parcel Number</i>

Owners of the majority of the frontage on any county road or portion thereof may petition the county legislative authority to vacate and abandon the same or any portion thereof. The petition must show the land owned by each petitioner and set forth that such county road is useless as part of the county road system and that the public will be benefited by its vacation and abandonment. The legislative authority may (1) require the petitioners to make an appropriate cash deposit or furnish an appropriate bond against which all costs and expenses incurred in the examination, report, and proceedings pertaining to the petition shall be charged; or (2) by ordinance or resolution require the petitioners to pay a fee adequate to cover such costs and expenses.

Personal Information Window:

Parcel#	57605-00-00007-0
Parcel Number	57605-00-00007-0
FIG	328140
Topic	GINOLD, BRADLEY H & MARY MARIE FOX
Address	6165 UIICCLY ST
Address 1	
Address 2	
Address 3	
Address 4	
Address 5	
City	CUNTON
State	VA
Zip	22635
Phone	

S7605-00-00007-0:

2

Legal Description of Portion of Dedicated Lincoln Street Right-of-Way to be Vacated:

All that portion of the dedicated Lincoln Street right of way in the Plat of Olympic Marine View, according to the recorded plat thereof in the Office of the Auditor of Island County, Washington, in Volume 5 of Plats, page 17 lying westerly of the of Lot 7, Olympic Marine View, according to the recorded plat thereof in the Office of the Auditor of Island County, Washington, in the Volume 5 of Plats, page 17.

ILD

399-1864.

IN GOV'T LOT 3 SEC. 19, TWP. 29 N. RGE. 3 E. W.M.

ISLAND COUNTY, WASHINGTON JUNE 1955

BEGINNING AT A CONCRETE MONUMENT WHICH MARKS THE ONE FOURTH CORNER BETWEEN SECTIONS 19 AND 20, TWP. 29 NORTH, RGE. 3 E.W.M. FROM WHICH THE CORNER COMMON TO SECTIONS 19, 20, 29 AND 30 BEARS SOUTH, THENCE RUNNING N. 88° 48' W. ALONG THE NORTH LINE OF GOV'T LOT 5 IN SAID SECTION IS A DISTANCE OF 972.60 FT. THENCE N. 0° 31' E. 357.73 FT. THENCE N. 68° 14' W. 229.00 FT. TO THE INITIAL POINT OF THIS PLAT, THENCE N. 88° 47' W. 100.09 FT. THENCE N. 1° 03' W. 60.00 FT. THENCE S. 88° 57' W. 20.00 FT. THENCE N. 1° 03' W. 40.00 FT. THENCE S. 88° 57' W. 120.00 FT. THENCE N. 1° 03' W. 500.60 FT. THENCE S. 88° 27' E. 240.24 FT. THENCE S. 1° 03' E. 993.68 FT. TO THE INITIAL POINT OF THE PLAT. TOGETHER WITH AN EASEMENT FOR A 10 FT. WALKWAY TO PROVIDE ACCESS TO THE BEACH.

[illegible]

IN WITNESS WHEREOF WE HEREBY SET OUR HANDS AND SEALS THIS 21st DAY OF July, A.D. 1955

STATE OF WASHINGTON }
COUNTY OF ISLAND } S.S.

THIS IS TO CERTIFY THAT ON THE 26 DAY OF June, A.D. 1950, BEFORE ME THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON, DUTY COMMISSIONED AND SWORN, PERSONALLY APPEARED FRED W. KOHLWEIS, CLARA G. KOHLWEIS HIS WIFE, AND MARY KOHLWEIS TO ME KNOWN TO ME AS THE INDIVIDUALS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY SIGNED AND SEALED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED, FOR THE USES AND PURPOSES MENTIONED THEREIN.

WITNESS MY HAND AND SEAL THIS SIXTH DAY OF JUNE 1950.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN

NOTARY PUBLIC IN AND FOR STATE OF WASHINGTON
RESIDING AT 1400 1st Ave. S.E. WASHINGTON

WE THE UNDERSIGNED DO HEREBY CERTIFY THAT THE RECORD TITLES TO THE LANDS HEREIN DESCRIBED VESTED IN FRED H. KOHLHUES, CLERK OF KOHLHUES & WIFE AND MARY KOHLHUES, IN FE SIMPLE, SUBJECT TO UNPAID LOCAL IMPROVEMENT ASSESSMENTS, ETC., AND SUBJECT FURTHER TO THE FOLLOWING ENCUMBRANCES:

TO HAVE AND TO HOLD TO SAID HEIRSDOMES, SUCCESSIONS AND ASSIGNS FOREVER.

IN TESTIMONY WHEREOF THE SHADOT ISLAND COUNTIES TITLE CO. HAS CAUSED ITS CORPORATE NAME TO BE HEREUNTO SUBSCRIBED AND ITS CORPORATE SEAL TO BE AFFIXED THIS 20TH DAY OF JULY, A.D. 1955 AT 1:00 P.M.

I HEREBY CERTIFY THAT THE PLAT OF OLYMPIC MARINE VIEW IS BASED ON AN ACTUAL SURVEY, AND DIVISION OF SECTION 19 TOWNSHIP 20 NORTH, RANGE 3 EAST W.M. THAT THE DISTANCES AND COURSES ARE SHOWN THEREON CORRECTLY, THE MONUMENTS HAVE BEEN SET AND ALL LOT CORNERS HAVE BEEN STAKED ON THE GROUND.

I, NORA D. COUPE TREASURER OF ISLAND COUNTY, WASHINGTON HEREBY CERTIFY THAT ALL TAXES ON THE ABOVE PROPERTY ARE FULLY PAID TO AND INCLUDING THE YEAR 1964.

APPROVED BY THE BOARD OF COUNTY COMMISSIONERS THIS 6th DAY OF Sept. A.D. 1955

INITIAL POINT

APPROVED BY ME THIS 6th DAY OF Apr 1988 Keith D. Dore
COUNTY ROAD ENGINEER

FILED FOR RECORD AT THE REQUEST OF FRED W. KOHLBERG ON THE 6 DAY OF Sept 1988
AT 4 MINUTES PAST 4 P.M. AND RECORDED IN VOL. 5 PAGE 17 OF PLATS, RECORDS OF ISLAND COUNTY, WASHINGTON

COUNTY AUDITOR

OLYMPIC MARINE VIEW

**Island County Public Works***Fred Snoderly, Assistant Director*1 NE 7th Street, Coupeville, WA 98239

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

Email: f.snoderly@islandcountywa.gov | www.islandcountywa.gov

M E M O R A N D U M

December 20th, 2023

TO: BOICC

FROM: Fred Snoderly, Assistant Director

RE: Update on the Brighton Beach Property, Parcel # R32924-330-4620

This parcel is a Park small property that was originally a beach access point. It has not been maintained over the years and has been used by the community as a turn-around and limited parking area. Public Works was approached by a resident earlier this year about the use of this parcel as a possible area for a community garden. Other community members voiced concerns about this. This led to an open house for the community members.

An Open house was held on September 12, 2023, at the Clinton Community Hall to offer 5 different use options for this parcel and to receive community input.

The options were:

1. Do nothing/leave as is.
2. Restore as beach access.
3. Increase maintenance and sign as No Parking/Turn Around Only.
4. Allow Community Garden.
5. Other Ideas/Options. Approximately 35 individuals attended the meeting.

Of the 35 attendees, 22 wanted the blackberry bushes removed and the parcel returned to beach access.

The Shoreline Management Element of the Comprehensive Plan lists as a goal to increase and enhance access to publicly owned shorelines and tidelands of the County. Furthermore, it states that public access and recreation on public lands is a preferred use of shorelines of the state.

It is the decision of Public Works, unless otherwise designated by the Board, that the parcel on Brighton be used as public access to the shoreline as Island County has limited points of access. The blackberry bushes will be removed, and maintenance efforts for this parcel will be enhanced.



Island County Public Works

Ed Sewester, P.E., County Engineer

1 NE 7th Street, Coupeville, WA 98239

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

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

MEMORANDUM

December 20th, 2023

TO: Board of Island County Commissioners

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

RE: Closeout of Island County's Completed County Drainage / Public Works / Road Projects

Public Works is required by RCW 36.77.070, to provide a listing of those drainage, public works and roads projects that have met all legal requirements for completion and closeout. Once a project has been completed and presented for closeout there will be no additional charges made against said project.

The resolution presented here contains the project's identifying number(s), the name of the project and the breakdown of the costs for each project.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ISLAND COUNTY, WASHINGTON**

**IN THE MATTER OF CLOSING)
ISLAND COUNTY'S COMPLETED)
COUNTY DRAINAGE PROJECTS)
PUBLIC WORKS PROJECTS AND)
COUNTY ROAD PROJECTS)**

**RESOLUTION NO. C-____-23
 R- 42 -23**

WHEREAS, R.C.W. 36.77.070 requires the publication of the true and complete costs, and a brief description of all County Road Drainage Projects, Public Works Projects, and County Road Projects, where the day labor, either estimated or actual cost, exceeds ten thousand dollars. NOW, THEREFORE,

BE IT HEREBY RESOLVED, that the following County Road Drainage Projects, Public Works Projects and County Road Projects and the total costs as shown on the attached sheets are hereby approved and those County Road Projects and Miscellaneous Projects with day labor in excess of \$10,000 be published in the local newspaper.

PROJECT	JL NUMBER	PROJECT NAME
CDP 16-05	01082-0101	Mackie Park Outfall
CDP 17-09	00602-0401	Adams Road Outfall
CDP 18-04	00590-0303	Barnum Point
CDP 19-02	00016-1401	Crescent Rd Drainage Improvement
PWP 15-02	01063-0101	SW Treatment Plant Upgrade
PWP 19-01	00021-0103	South Whidbey Bike Route
PWP 19-02	00021-0303	Camano Island Bicycle Tour Route
CRP 11-05	00511-0001	Glendale Repairs & Stream Restoration
CRP 14-05	01091-0303	Crescent Harbor/Regatta Dr Intersection Improvement
CRP 15-04	01091-0403	Swantown/Heller/Fireside Rd
CRP 16-03	01117-0103	2016 FED-AID Roadway Overlays
CRP 16-04	00565-0002	Harrington Lagoon Road
CRP 17-02	01111-0402	2017 Whidbey HMA Overlays
CRP 18-01	01117-0502	2018 Whidbey HMA Overlays
CRP 18-01	01117-0603	2018 City of Langley Preservation
CRP 18-01	01117-0703	2018 Town of Coupeville Preservation
CRP 18-07	00591-0301	Mabana Road Shoulder Stabilization
CRP 18-12	00021-0203	Clinton Non-Motorized Trail Improvements
CRP 19-01	01111-0602	2019 Whidbey HMA Overlays
CRP 19-02	01112-0402	2019 Camano HMA Overlays
CRP 19-06	00591-0801	Geck Road Shoulder Stabilization
CRP 19-07	00572-0002	Bells Beach Rd Slope Stabilization

CRP 20-01	01111-0702	2020 Whidbey HMA Overlays
CRP 20-03	00436-0603	2019 Safety Guardrail
CRP 21-01	01111-0802	2021 Whidbey Pavement Preservation

NOW BE IT FURTHER RESOLVED that the projects on the attached sheets are completed and therefore are closed to all charges as of _____.

APPROVED this _____ day of _____, 2023.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Janet St. Clair, Chair

Jill Johnson, Member

Melanie Bacon, Member

ATTEST: _____
JENNIFER ROLL
Clerk of the Board

CDP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONST	CONTING.	TOTAL
19-02 00016-1401	Crescent Dr Drainage Improvement	Res # R-16-19	\$20,000.00	\$1,200.00	\$24,500.00	\$0.00	\$24,438.00	\$14,028.00	\$84,166.00
		Expended	\$17,278.18	\$585.38	\$1,794.27	\$0.00	\$33,072.04	\$0.00	\$52,729.87
		Balance	\$2,721.82	\$614.62	\$22,705.73	\$0.00	-\$8,634.04	\$14,028.00	\$31,436.13
CDP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONST	CONTING.	TOTAL
17-09 00602-0401	Adams Rd Outfall	Res # R-07-18	\$25,000.00	\$35,000.00	\$25,000.00	\$0.00	\$80,000.00	\$16,500.00	\$181,500.00
		Expended	\$57,838.64	\$26,419.24	\$49,769.70	\$0.00	\$68,562.58	\$0.00	\$202,590.16
		Balance	-\$32,838.64	\$8,580.76	-\$24,769.70	\$0.00	\$11,437.42	\$16,500.00	-\$21,090.16
CDP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONST	CONTING.	TOTAL
18-04 00590-0303	Barnum Road Fish Passage #899	Res # R-22-18	\$22,280.00	\$16,824.00	\$10,000.00	\$0.00	\$136,400.00	\$37,101.00	\$222,605.00
		Expended	\$1,653.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,653.08
		Balance	\$20,626.92	\$16,824.00	\$10,000.00	\$0.00	\$136,400.00	\$37,101.00	\$220,951.92

CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
11-05 WO 482 00511-0001	Glendale Creek Repairs & Restoration Island Asphalt & Sitework	Res # R-18-11	\$190,000.00	\$25,000.00	\$0.00	\$0.00	\$100,000.00	\$35,000.00	\$350,000.00
		Expended	\$6,722.92	\$134,652.92	\$4,223.86	\$31,690.71	\$187,668.93		\$364,959.34
		Balance	\$183,277.08	-\$109,652.92	-\$4,223.86	-\$31,690.71	-\$87,668.93	\$35,000.00	-\$14,959.34
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
14-05 01091-0303	Crescent Harbor Rd / Regatta Dr Intersection Impr Strider Construction Co Inc	Res # R-31-14	\$291,000.00	\$0.00	\$150,000.00	\$0.00	\$1,500,000.00	\$195,000.00	\$2,136,000.00
		Expended	\$626,875.51	\$1,084,414.66	\$80,587.23	\$0.00	\$1,638,487.92	\$0.00	\$3,430,365.32
		Balance	-\$335,875.51	-\$1,084,414.66	\$69,412.77	\$0.00	-\$138,487.92	\$195,000.00	-\$1,294,365.32
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
15-04 01091-0403	Swantown/Heller/Fireside Intersection Impr SRV Construction Inc	Res. # R-15-15	\$100,000.00	\$0.00	\$0.00	\$0.00	\$600,000.00	\$0.00	\$700,000.00
		Expended	\$208,851.58	\$72,434.02	\$45,335.69	\$0.00	\$790,647.26	\$0.00	\$1,117,268.55
		Balance	-\$108,851.58	-\$72,434.02	-\$45,335.69	\$0.00	-\$190,647.26	\$0.00	-\$417,268.55
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
16-04 00565-0002	Harrington Lagoon Rd Shoulder Repair C Johnson Construction Inc	Res #R-18-16	\$40,000.00	\$10,000.00	\$1,000.00	\$0.00	\$101,820.00	\$15,282.00	\$168,102.00
		Expended	\$47,698.61	\$5,992.03	\$0.00	\$0.00	\$82,447.80	\$0.00	\$136,138.44
		Balance	-\$7,698.61	\$4,007.97	\$1,000.00	\$0.00	\$19,372.20	\$15,282.00	\$31,963.56
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
17-02 01111-0402	2017 Whidbey Island HMA Overlays Krieg Construction	Res # R-15-17	\$10,000.00	\$110,000.00	\$0.00	\$0.00	\$1,134,944.16	\$88,000.00	\$1,342,944.16
		Expended	\$11,275.74	\$41,244.92	\$0.00	\$0.00	\$1,080,078.97	\$0.00	\$1,132,599.63
		Balance	-\$1,275.74	\$68,755.08	\$0.00	\$0.00	\$54,865.19	\$88,000.00	\$210,344.53
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
18-01 0111-0502	2018 Whidbey Island HMA Overlays Krieg Construction	Res. # R-06-18	\$64,000.00	\$0.00	\$0.00	\$0.00	\$4,117,918.00	\$292,734.26	\$4,474,652.26
		Expended	\$11,099.27	\$108,009.89	\$0.00	\$0.00	\$2,495,749.02	\$0.00	\$2,614,858.18
		Balance	\$52,900.73	-\$108,009.89	\$0.00	\$0.00	\$1,622,168.98	\$292,734.26	\$1,859,794.08
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
18-01 01117-0603	2018 City of Langley Road Preservation 2018 Whidey Island HMA Overlays SRV Construction Inc	Res #R-06-18	\$64,000.00	\$0.00	\$0.00	\$0.00	\$4,117,918.00	\$292,734.26	\$4,474,652.26
		Expended	\$69,767.25	\$0.00	\$0.00	\$0.00	\$1,867,678.81	\$0.00	\$1,937,446.06
		Balance	-\$5,767.25	\$0.00	\$0.00	\$0.00	\$2,250,239.19	\$292,734.26	\$2,537,206.20
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
18-01 01117-0703	2018 Town of Coupeville Road Preservation 2018 Whidey Island HMA Overlays	Res #R-06-18	\$64,000.00	\$0.00	\$0.00	\$0.00	\$4,117,918.00	\$292,734.26	\$4,474,652.26
		Expended	\$4,106.17	\$4,806.15	\$0.00	\$0.00	\$0.00	\$0.00	\$8,912.32
		Balance	\$59,893.83	-\$4,806.15	\$0.00	\$0.00	\$4,117,918.00	\$292,734.26	\$4,465,739.94
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
18-07 00591-0301	Mabana Road Shoulder Stabilization Hilfiker Retaining Walls	Res #R-18-18	\$30,000.00	\$10,000.00	\$0.00	\$0.00	\$60,000.00	\$15,000.00	\$115,000.00
		\$0.00	\$26,293.04	\$11,767.23	\$0.00	\$0.00	\$9,980.53	\$0.00	\$48,040.80
		Balance	\$3,706.96	-\$1,767.23	\$0.00	\$0.00	\$50,019.47	\$15,000.00	\$66,959.20
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
19-01 01111-0602	2019 Whidbey Island HMA Overlays Krieg Construction	Res #R-02-19	\$15,000.00	\$120,000.00	\$0.00	\$0.00	\$1,600,000.00	\$114,450.00	\$1,849,450.00
		Expended	\$11,952.62	\$38,238.51	\$0.00	\$0.00	\$1,045,089.98	\$0.00	\$1,095,281.11
		Balance	\$3,047.38	\$81,761.49	\$0.00	\$0.00	\$554,910.02	\$114,450.00	\$754,168.89
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
19-02 01112-0402	2019 Camano Island HMA Overlays Lakeside Industries	Res #R-03-19	\$15,000.00	\$120,000.00	\$0.00	\$0.00	\$1,900,000.00	\$142,450.00	\$2,177,450.00
		Expended	\$10,372.72	\$60,303.64	\$0.00	\$0.00	\$2,301,638.80	\$0.00	\$2,372,315.16
		Balance	\$4,627.28	\$59,696.36	\$0.00	\$0.00	-\$401,638.80	\$142,450.00	-\$194,865.16

CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
19-06	Geck Road Shoulder Stabilization	Res #R-24-19	\$18,000.00	\$20,000.00	\$10,000.00	\$0.00	\$133,333.00	\$18,667.00	\$200,000.00
00591-0801		Expended	\$47,958.58	\$302.90	\$0.00	\$0.00	\$0.00	\$0.00	\$48,261.48
		Balance	-\$29,958.58	\$19,697.10	\$10,000.00	\$0.00	\$133,333.00	\$18,667.00	\$151,738.52
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
19-07	Bells Beach Road Slope Stabilization	Res #R-38-19	\$12,000.00	\$5,000.00	\$0.00	\$0.00	\$83,000.00	\$15,000.00	\$115,000.00
00572-0002	Pioneer Tree Service	Expended	\$80,818.38	\$9,609.65	\$274.43	\$0.00	\$43,998.43	\$0.00	\$134,700.89
		Balance	-\$68,818.38	-\$4,609.65	-\$274.43	\$0.00	\$39,001.57	\$15,000.00	-\$19,700.89
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
20-01	2020 Whidbey Island HMA Overlays	Res #R-12-20	\$95,000.00	\$0.00	\$0.00	\$0.00	\$5,673,685.00	\$403,808.00	\$6,172,493.00
01111-0702	Krieg Construction Inc	Expended	\$29,516.74	\$69,305.62	\$0.00	\$0.00	\$1,909,627.07	\$0.00	\$2,008,449.43
		Balance	\$65,483.26	-\$69,305.62	\$0.00	\$0.00	\$3,764,057.93	\$403,808.00	\$4,164,043.57
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
20-03	2019 Safety Guardrail	Res #R-24-20	\$78,000.00	\$0.00	\$0.00	\$0.00	\$520,000.00	\$0.00	\$598,000.00
00436-0603	M2 Industrial Inc	Expended	\$47,537.58	\$37,995.86	\$0.00	\$0.00	\$491,502.85	\$0.00	\$577,036.29
		Balance	\$30,462.42	-\$37,995.86	\$0.00	\$0.00	\$28,497.15	\$0.00	\$20,963.71
CRP #	ROAD	ACTUALS	PE	CE	ROW	DAY LABOR	CONSTRUCTION	CONTING.	TOTAL
21-01	2021 Whidbey Island HMA Overlays	Res #R-01-21	\$98,000.00	\$0.00	\$0.00	\$0.00	\$5,554,531.00	\$388,800.00	\$6,041,331.00
01111-0802	Krieg Construction Inc	Expended	\$24,213.84	\$50,766.10	\$0.00	\$0.00	\$1,367,770.62	\$0.00	\$1,442,750.56
		Balance	\$73,786.16	-\$50,766.10	\$0.00	\$0.00	\$4,186,760.38	\$388,800.00	\$4,598,580.44

COMPLETED COUNTY ROAD PUBLIC WORKS PROJECT (PWP) CLOSEOUT AS OF:

PWP #	PROJECT	ACTUALS	PE	CE	ROW	CONSTRUCTION	CONTING.	TOTAL
15-02	Septage Treatment Plant Upgrades	Res # R-34-16	\$321,000.00	\$44,000.00	\$0.00	\$2,500,000.00	\$0.00	\$2,865,000.00
01063-0101	McClure & Sons Septage	Expended	\$343,882.62	\$326,806.53	\$0.00	\$2,668,509.37	\$0.00	\$3,339,198.52
		Balance	-\$22,882.62	-\$282,806.53	\$0.00	\$0.00	\$0.00	-\$474,198.52
PWP #	PROJECT	ACTUALS	PE	CE	ROW	CONSTRUCTION		TOTAL
19-01	South Whidbey Bicycle Route	Res # R-22-19	\$29,500.00	\$13,000.00	\$0.00	\$67,000.00	\$0.00	\$109,500.00
00021-0103		Expended	\$33,496.97	\$26,234.07	\$0.00	\$0.00	\$0.00	\$59,731.04
		Balance	-\$3,996.97	-\$13,234.07	\$0.00	\$67,000.00	\$0.00	\$49,768.96
PWP #	PROJECT	ACTUALS	PE	CE	ROW	CONSTRUCTION		TOTAL
19-02	Camano Island Bicycle Route	Res # R-23-19	\$25,000.00	\$0.00	\$0.00	\$108,000.00	\$0.00	\$133,000.00
00021-0303		Expended	\$15,933.13	\$0.00	\$0.00	\$30,020.53	\$0.00	\$45,953.66
		Balance	\$9,066.87	\$0.00	\$0.00	\$77,979.47	\$0.00	\$87,046.34



ISLAND COUNTY COMMISSIONERS

WORK SESSION AGENDA

MEETING DATE: 12/20/2023

To: Janet St. Clair, Chair
Board of Island County Commissioners

From: BOCC Staff

Amount of time requested for agenda discussion. 20 minutes

Agenda Item No.: 1

Subject: Committee Reappointment

Description: Request for reappointment to the Island County LEOFF I Disability Board, Position 3.

Attachment: Island County LEOFF I Disability Board Roster

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: Not Applicable

P.A. Review: Not Applicable

Agenda Item No.: 2

Subject: Committee Reappointment

Description: Request for reappointment to the Island County LEOFF I Disability Board, Position 4.

Attachment: Island County LEOFF I Disability Board Roster

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: Not Applicable

P.A. Review: Not Applicable

(Continued to the next page)

Agenda Item No.: 3

Subject: 2024 Committee Assignments for 2024.

Description: Commissioner Committee Assignments for 2024.

Attachment: 2023 Commissioner Committee Assignments

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: Not Applicable

P.A. Review: Not Applicable

ISLAND COUNTY LEOFF I DISABILITY BOARD

(Law Enforcement Officers and Fire Fighters) Established per RCW 41.26.110 consisting of the following representatives: **Two-year term.**

POSITION	MEMBER	REPRESENTING	ORIG. APPT.DATE	TERM EXPIRES
1.	Janet St Clair	County Leg. Authority	01/01/19	12/31/23
2.	Robert Sharp	Law Enforcement	03/22/22	03/22/24
3.	Wayne Lewis	Law Enforcement	12/01/93	01/18/24
4.	Stanley Eelkema	Law Enforcement	03/22/22	03/22/24
5.	Dennis Benning	Member-at-Large	01/01/14	01/18/24

The Board received a request for reappointment from:

- Wayne Lewis (Position No. 3)
- Stan Eelkema (Position No. 4)

ISLAND COUNTY COMMISSIONERS - 2023 COMMITTEE ASSIGNMENTS

(Revised January 17, 2023)

LOCAL

Board/Committee	Commissioner
Board of Health, Island County	Melanie Bacon/Jill Johnson/ Janet St. Clair
Compensation Board, DES	Chair
Council of Governments, Island County	Melanie Bacon/Jill Johnson/ Janet St. Clair
Ebey's Landing Nat'l Historical Trust Board (County liaison)	Melanie Bacon
Economic Development Council	Janet St. Clair
Election Canvassing Board	Chair
Finance Committee	Chair
ICOM 911	Jill Johnson
Island Senior Resources (County Liaison)	Jill Johnson
Joint Administration Board on Tourism (JAB)	Melanie Bacon
Justice Court Districting Committee	Chair
Law & Justice Council	Jill Johnson
Law Library Board of Trustees (ex-officio)	Chair
LEOFF I Disability Board	Janet St. Clair
Lodging Tax Advisory Committee (LTAC)	Melanie Bacon
Marine Resources Advisory Council (MRC)	Melanie Bacon
Public Transportation Benefit Authority (PTBA)	Melanie Bacon/Janet St. Clair
Solid Waste Advisory Committee	Jill Johnson

REGIONAL

Accountable Communities of Health Board (ACH)	Janet St. Clair
Island Regional Transportation Planning Organization (IRTPO)	Melanie Bacon/Jill Johnson/ Janet St. Clair
Local Integrating Organization	Melanie Bacon/Jill Johnson/ Janet St. Clair
North Sound BH-ASO	Jill Johnson
Northwest Clean Air Agency	Melanie Bacon
Northwest Regional Council	Melanie Bacon/Jill Johnson
Northwest Workforce Development Council	Janet St. Clair
Snohomish, Whatcom, Island, Skagit, and San Juan (SWISS) Regional Partnership	Melanie Bacon/Jill Johnson/ Janet St. Clair* *BOCC Chair designated as member of executive board

STATE/NATIONAL/FEDERAL

Ecosystem Coordination Board/Puget Sound Partnership	Janet St. Clair
NACo Health Policy Committee	Janet St. Clair
Washington Counties Risk Pool	Jill Johnson
WSAC Legislative Steering Committee - State	Jill Johnson
WSAC Legislative Steering Committee – Federal	Janet St. Clair

APPROVED BY:

**BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON**

DATE: _____

Janet St. Clair, Chair

ATTEST:

Virginia Shaddy, Clerk of the Board



ISLAND COUNTY PLANNING & COMMUNITY DEV.

WORK SESSION AGENDA

MEETING DATE: 12/20/2023

To: Janet St. Clair, Chair
Board of Island County Commissioners

From: Mary Engle, Director

Amount of time requested for agenda discussion. 60 minutes

DIVISION: Long Range Planning

Agenda Item No.: 1

Subject: 2025 Comprehensive Plan – What to Expect in 2024-25

Description: Staff to present on the timeline and process for updating the Comprehensive Plan in 2024-2025. Topics to include overview of the Comprehensive Plan process, Element updates, timeline and process, and public engagement.

Attachment: Memo, 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: Not Applicable

P.A. Review: Not Applicable

DIVISION: Long Range Planning

Agenda Item No.: 2

Subject: 2025 Comprehensive Plan – Countywide Planning Policies

Description: Staff to bring the Countywide Planning Policies for the 2025 Comprehensive Plan Update as a follow up discussion.

Attachment: Memo, Countywide Planning Policies

Request: *(Check boxes that apply)*

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

IT Review: Not Applicable

Budget Review: Not Applicable

P.A. Review: Not Applicable



Island County Planning and Community Development

Mary Engle, Director

Physical Address: 1 NE 6th St, Coupeville, WA 98239 Mailing Address: 1 NE 7th St, Coupeville, WA 98239

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

Email: PlanningDept@islandcountywa.gov | <https://www.islandcountywa.gov/207/Planning-Community-Development>

~ MEMORANDUM ~

TO: Board of County Commissioners
FROM: Mary Engle, Planning Director
DATE: December 20, 2023
SUBJECT: 2025 Comprehensive Plan – What to Expect in 2024-25

Staff will present on the timeline and process for updating the comprehensive plan in 2024-2025.

Topics to include:

- Overview of Comprehensive Plan update process
- Element updates
- Timeline and Process for 2024-25
- Public Engagement

Attachments:

- Presentation

2025 COMPREHENSIVE PLAN PERIODIC UPDATE



WHAT TO EXPECT IN 2024-25

December 20, 2023

Agenda

1. Comprehensive Plan Overview and Periodic Update Process
2. Element Updates
3. Timeline & Process for 2024-25
4. Public Engagement



Why Comprehensive Plans Are Important

- Guides growth for a 20-year period.
- Land use decisions have long-term effects.
- Comprehensive plans impact development regulations (or zoning and land use codes).
 - The goals and policies in a comprehensive plan are enforced by the development regulations.
 - Development regulations should be consistent with the comprehensive plan.

Growth Management
Act

Local Comprehensive
Plans

Development
Regulations

Periodic Updates

- The **Growth Management Act (GMA)** requires periodic updates of comprehensive plans on a ten year cycle.
- Updates are made **to reflect changes** in state law, changes in land use, and changes to population, housing, and employment projections.
- Updates are a chance **to reflect new values and priorities.**



Steps of Updating a Comprehensive Plan



Elements in the Comprehensive Plan

- Land Use
- Housing
- **Rural**
- Natural Resources
- Capital Facilities
- Utilities
- Transportation
- Economic Development
- **Climate Resiliency**
- Shoreline
- Historical Preservation
- Parks and Recreation
- **Sub Area Plans**



Key Topics for Consideration during Element Updates

Housing Element

- Affordable housing
- Short-term rentals
- Accessory Dwelling Units (ADUs)

Natural Resources Element

- Water availability
- Sewer/septic constraints and opportunities
- Conservation



Key Topics for Consideration during Element Updates

Land Use Element

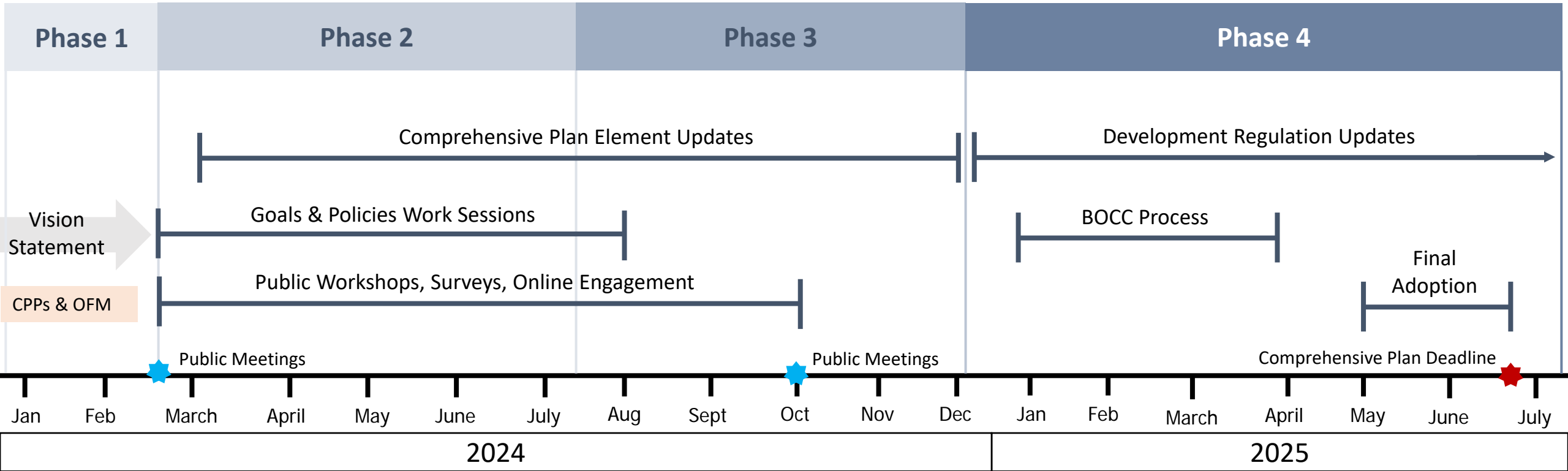
- UGA changes
- Capacity analyses
- Future land use designations

Climate Element

- Sea level rise
- Flooding
- Saltwater intrusion



2024-25 Timeline



CPPs = Countywide Planning Policies
OFM = Office of Financial Management Population Projection
BOCC = Board of Island County Commissioners (or Board)

Reviewing the Elements

Group	Timing of Review	Elements
Group 1	(February-March)	Land Use Element
		Housing Element
		Rural Element
		Group 1: Let's Revisit
Group 2	(March-April)	Natural Resources / Conservation Element
		Shoreline Element
		Climate Resilience Sub-Element
		Group 2: Let's Revisit



Reviewing the Elements Cont.

Group	Timing of Review	Elements
Group 3	(April-May)	Historical Preservation Element
		Economic Development Element
		Parks & Recreation Element
		Group 3: Let's Revisit
Group 4	(May-June)	Capital Facilities Element
		Utilities Element
		Transportation Element
		Group 4: Let's Revisit
Group 5	(July-August)	Sub Area Plans: Clinton and Freeland
		Group 5: Let's Revisit



The Parts of an Element

Introduction

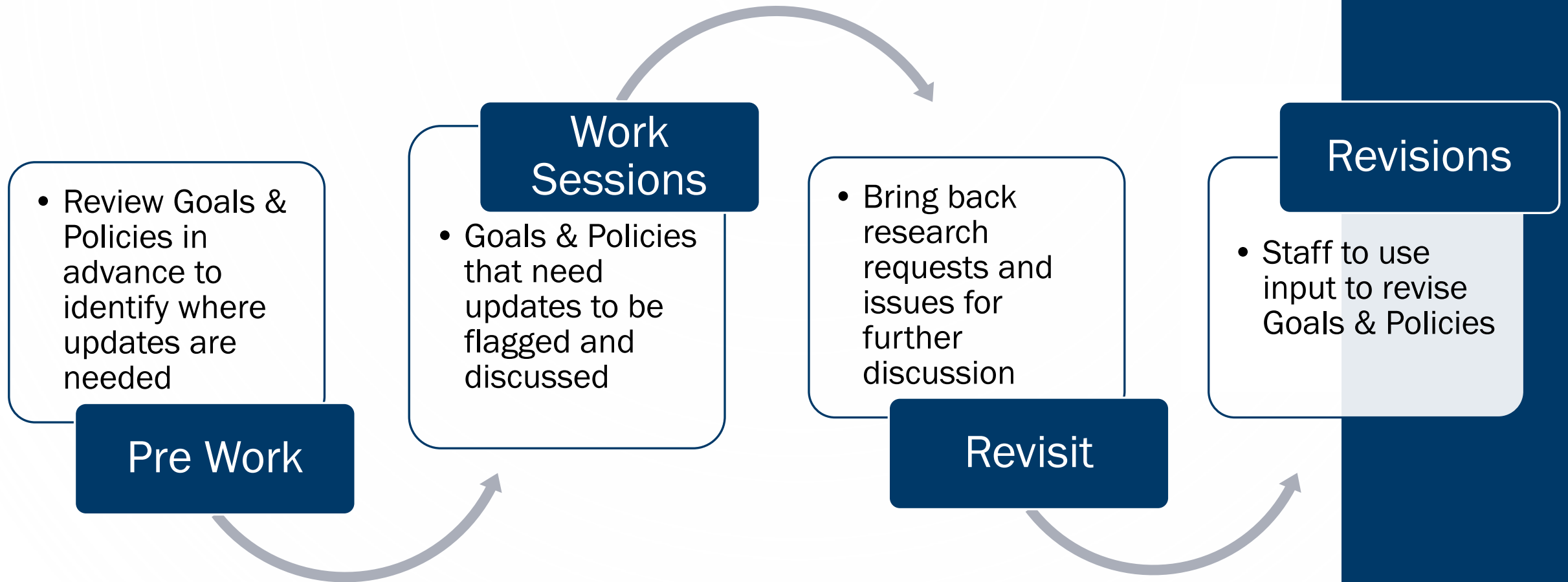
Data, Maps, Charts, Graphics

Goals and Policies

Supporting tables and data



Process for Reviewing Goals & Policies



First Homework: Vision Statement

I.III ISLAND COUNTY VISION STATEMENT

Through comprehensive planning, the County will balance the goals of the GMA to ensure that Island County's rural character and natural beauty is protected, while meeting the housing and service needs of both existing and future county residents.



➡ January 17, 2024 Work Sessions at the Board and Planning Commission

Public Engagement Early 2024

Meeting	Location	Date and Time
Camano	Island County – Convergence Room	Thursday, Feb. 1, 6-8 PM
South Whidbey	South Whidbey High School	Tuesday, Feb. 6, 6-8 PM
North Whidbey	The Center – Multi- Purpose Room	Tuesday, Feb. 13, 6-8 PM
Central Whidbey	Island County – BOCC Room	Saturday, Feb. 17, 10 AM - 12 PM



Can't make it to a meeting? Join online!

Online Engagement

(website to go-live in Jan. '24)



How our city looks and feels is shaped by our Official Community Plan (OCP), a high-level policy document that guides how and where we grow. In 2022, Kelowna is home to 138,500 residents, and by 2040 the population is expected to grow by more than 45,000 citizens. This growth will bring both opportunities and challenges and strategic planning is essential to ensure Kelowna can continue to be prosperous, vibrant and resilient in the years to come.

The 2040 OCP updated land uses, mapping and policies to reflect the community's vision (as captured through [Imagine Kelowna](#)) and to clearly signal where development will be prioritized and supported with infrastructure and amenities. The OCP provides a policy framework for Council by addressing issues such as housing, transportation, infrastructure, parks, economic development and the natural and social environment.

On Monday, Sept. 20, City Council granted first reading to the 2040 Official Community Plan (OCP), and on Tuesday, October 26 it passed second and third readings. The Plan then went to the Province for approval, and it was adopted by Council on Jan. 10, 2022.

The [2040 Official Community Plan](#) was adopted on Jan. 10, 2022.

Level of engagement

- Inform
- Consult

Learn more about the [City of Kelowna's Engagement Process](#).

Timeline

- ✓ **Background & project launch**
Winter 2018
- ✓ **Growth strategy development**
Spring - fall 2018
- ✓ **Plan development**
Fall 2018 - winter 2020
- ✓ **Plan refinement**
Spring 2020-2021
- ✓ **Final Plan endorsement, readings, and public hearing**
Fall 2021
- ★ **Plan adoption**
The approved 2040 OCP was formally adopted on January 10, 2022.

Online Engagement Cont.

(website to go-live in Jan. '24)

PROVIDE FEEDBACK **ASK A QUESTION**


After reviewing the materials, we welcome you to provide feedback or start a conversation. You may post a contribution or comment/vote on that of others. This information will help inform our work in final editing. Just please be kind to your fellow community members as we all have a stake in the future of Granville.

Add Comment

Join the conversation today
Create an account or log in to share your thoughts and ideas.


Join **Log In**

2 Comments Most Recent First

 **ssleithauser** | Posted on May 16, 2023

This is an impressive document. I was surprised not to see the Granville Library not mentioned. I recognize not all community partners can be called out, however, the library has been part of the Village's fabric from origin. Settlers brought books with them from Massachusetts and Connecticut. When reading about the importance of public spaces to unite and connect, the Library was my first thought. More later, but thank you for the great work and this approach with a draft asking for input.








Reply

 **hkoehler** | Posted on May 17, 2023

Susan -- thank you for alerting us to this oversight. You're absolutely correct that our library is an important aspect of our community and should have been highlighted in the Community Capacity chapter. Will reach out to Emily for a narrative.

Reply

Document Repository

-  **Draft Comprehensive Plan**
PDF (1.55 MB)
This is the base document and your starting point for review.
-  **Comprehensive Plan Area Map**
PDF (2.5 MB)
-  **Community Survey Executive Summary**
PDF (251.62 KB)
-  **Natural Resource Map**
PDF (1.61 MB)
-  **Historic Resource Map**
PDF (1.47 MB)
-  **Open Space Map**
PDF (1.13 MB)
-  **Active Transportation Plan**
PDF (4.83 MB)

SURVEY **INTERACTIVE MAP** **CITY AMENITIES**

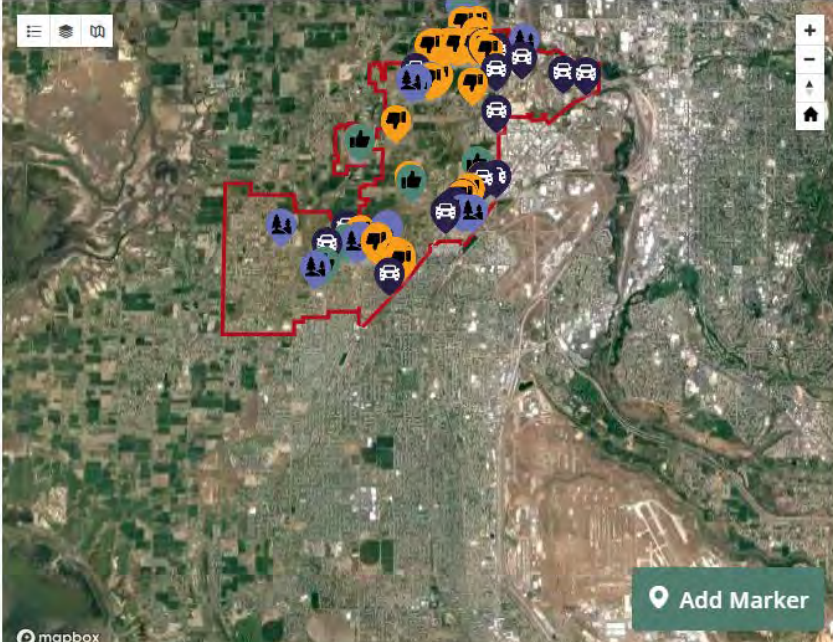
Open

Interactive Map

Our interactive map allows you to share your likes, dislikes, ideas, suggestions, comments, transportation concerns, areas to preserve, trails, and any other feedback you have!

97 contributions so far

Enter an address



Add Marker

mapbox

Next Steps & Reminders

- Public Hearing at the Planning Commission on **January 3** for the Countywide Planning Policies.
- **January 17** BOCC Workshop to review the Vision Statement.
- **February 13** BOCC Public Hearing on Countywide Planning Policies.
- Please help us promote the public meetings dates and new website!



QUESTIONS?



SIGN UP TO RECEIVE COMP PLAN EMAILS:

CompPlan@islandcountywa.gov



Island County Planning and Community Development

Mary Engle, Director

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~ MEMORANDUM ~

TO: Board of County Commissioners
FROM: Mary Engle, Planning Director
DATE: December 20, 2023
SUBJECT: 2025 Comprehensive Plan – Countywide Planning Policies

Staff to bring the Countywide Planning Policies for the 2025 Comprehensive Plan Update as a follow up discussion to the Board of Island County Commissioners.

Attachments:

- Countywide Planning Policies

Draft Countywide Planning Policies 2025 Periodic Update

1. General Provisions

1.1 Purpose

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

1.2 Applicability

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

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

1.3 Definitions

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

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

government of Island County, and the geographic area encompassed by Island County.

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

~~8. **Planning Area:** Four Pplanning Aareas have been established in Island County for purposes of long-term planning, population forecasting, and data analysis. The four Pplanning Aareas include: Camano Island, North Whidbey, Central Whidbey, and South Whidbey. The specific boundaries of these areas are delineated on maps maintained by, and on file with, the Island County Planning Department.~~

89. **Planning Goals or Planning Policies:** Statements, goals, and specific policies expressed in the GMA Growth Management Act, CPPs Countywide Planning Policies, or a comprehensive plan adopted by the County or a Mmunicipality.

940. **Resource Lands of Long Term Commercial Significance:** Lands zoned Commercial Agriculture (CA) in accordance with the ICC Island County Zoning Code and RCW 36.70A.170 and RCW 36.70A.050.

1044. **Rural Area(s):** As used in this document the term “Rrural Aarea” is intended to refer to all of the land area in Island County outside of Urban Growth Areas. Generally (with the exception of RAIDs Rural Areas of More Intense Development), Rrural Aareas are intended to facilitate agriculture, forestry, and other resource dependent uses and activities which depend on rural resources and lands. Other uses may be permitted in the Rrural Aarea when consistent with the County’s definition of Rrural Ccharacter.

1142. **Rural Area of More Intense Development (RAID):** Areas of existing more intense rural development designated by the County pursuant to RCW 36.70A.050(d) and WAC 365-196-425(6). This term is synonymous with, and intended to be used interchangeably with, the term “Limited Area of More Intense Rural Development” (LAMIRD) as used in the GMA. The Island County eComprehensive pPlan contains a more complete definition as well as designation criteria for RAIDs.

1243. **Rural Character:** Refers to patterns of land use and development established by the County in the Rural Element of the Island County Comprehensive Plan. For purposes of interpreting this document, the definition of Rrural Ccharacter shall be the definition contained in the Island County Comprehensive Plan.

1344. **Service, Public:** Includes fire protection and suppression, law enforcement, public health, education, recreation, environmental protection, utilities, and other services or facilities provide by Ggovernment Aagencies or Sspecial Sservice Ddistricts. This term is synonymous with, and is intended to be used interchangeably with, the term “public facilities”.

1445. **Service, Rural:** Those Ppublic Sservices and public facilities historically and typically delivered at an intensity usually found in rural areas, and may include domestic water systems, fire and police protection services, transportation and public transit services, and other public utilities associated with rural development and normally not associated with urban areas. Rural services are those services necessary to support development which is consistent with the

definition of **R**rural **G**character and do not include storm or sanitary sewers, except as otherwise authorized by RCW [36.70A.110](#)(4).

1546. Service, Urban: Those **P**ublic **S**ervices and public facilities at an intensity historically and typically provided in cities, specifically including storm and sanitary sewer systems, domestic water systems, street cleaning services, fire and police protection services, transportation and public transit services, and other public utilities associated with urban areas and normally not associated with **R**rural **A**reas. Urban **S**ervices are intended to accommodate and facilitate **U**rban **D**evelopment consistent with the policies expressed in the comprehensive plans adopted by **C**ounty and **M**unicipalities.

1647. Special Service District: Independent governmental units that exist separately from local governments to provide public services to limited areas using public funds, including but not limited to sewer and water districts, fire districts, and school districts.

1748. Sprawl, Sprawling: Scattered, poorly planned **U**rban **D**evelopment that often occurs in urban fringe and **R**rural areas. Generally, sprawl is neither reflective of **U**rban **G**character nor **R**rural **G**character. Sprawl occurs at densities too high to maintain **R**rural **G**character, but too low to provide the full range of social, economic, and cultural amenities typically associated with cities and towns. Sprawl is also characterized by forms of development which are difficult or costly to serve with high quality **U**rban **S**ervices.

1849. Urban Character, Urban Form: Refers to a pattern of **U**rban **G**rowth characterized by a high concentration of economic, social, and cultural amenities, as well as a full range of housing types and densities. Each **M**unicipality in Island County has adopted a **C**omprehensive **P**lan which is expressive of their desired **U**rban Form and **G**character.

1920. Urban Development, Urban Growth: A pattern of growth that makes intensive use of land for the location of buildings, structures, and impermeable surfaces to such a degree as to be incompatible with the primary use of land for the production of food, other agricultural products, or fiber, or the extraction of mineral resources, rural uses, rural development, and natural resource lands designated pursuant to RCW [36.70A.170](#). Additionally, the term **U**rban **D**evelopment includes all forms of development that are inconsistent with the **C**ounty's adopted definition of **R**rural **G**character.

2024. Urban Growth Area (UGA): Areas within which **U**rban **G**rowth is encouraged and outside of which growth can occur only if it is consistent with **R**rural **G**character and not **U**rban **D**evelopment or urban in nature. In Island County, UGAs have been established around each **M**unicipality. ~~In addition, a UGA has been established around Freeland in recognition of its existing pattern of **U**rban **D**evelopment.~~

~~**22. Urban Growth Area, Municipal (MUGA):** Each Municipality in Island County has been included in an Urban Growth Area and is responsible for developing a~~

~~comprehensive plan in compliance with the GMA and the County Wide Planning Policies developed jointly by the County and Municipalities. For purposes of interpreting this document, the term “Municipal Urban Growth Area” shall mean an Urban Growth Area associated with an incorporated Municipality.~~

~~21~~**23. Urban Growth Area, Non-Municipal (NMUGA):** An area characterized by an extensive pattern of ~~U~~urban ~~D~~development which was established prior to the adoption of the GMA and which does not include an incorporated ~~M~~municipality. In Island County, a ~~NMUGA Non-Municipal Urban Growth~~ has been established around the unincorporated area of Freeland in recognition of an existing pattern of ~~U~~urban ~~D~~development. The Freeland ~~NMUGA Non-Municipal Urban Growth Area~~ is subject to the ~~P~~planning ~~G~~goals and ~~P~~policies set forth in the ~~Island County’s~~ Comprehensive Plan and the Freeland Subarea Plan.

~~22~~**24. Urban Growth Boundary (UGB):** The line separating ~~UGAs Urban Growth Areas~~ from surrounding ~~R~~rural ~~A~~areas. The UGB is intended to preserve ~~R~~rural ~~G~~character in ~~R~~rural ~~A~~areas and prevent low-density ~~S~~sprawling development by focusing and encouraging ~~U~~urban ~~G~~growth in designated ~~UGA Urban Growth Areas~~.

2. Countywide Planning Goals

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

- 1. Intergovernmental coordination:** ~~The~~ Island County, the City of Langley, the Town of Coupeville, the City of Oak Harbor, ~~S~~state ~~A~~agencies, and ~~S~~special ~~S~~service ~~D~~districts will work together to address issues of regional, or countywide, importance in a coordinated fashion. Proactive communication and coordination will improve the quality of planning activities and reduce the likelihood of disputes. Proactive outreach to tribes should be conducted to invite their participation in the updating of the CPPs.
- 2. Joint City and County Planning:** Decisions regarding ~~JPA~~s ~~Joint Planning Areas~~, ~~Municipal~~ UGAs Urban Growth Areas, areas for future UGA expansions, and JPA ~~O~~overlay designations will be made by the ~~C~~ounty and ~~M~~municipalities in a cooperative fashion.
- 3. Public Participation:** Island County citizens will be involved in the planning process and public comments will be considered by the ~~C~~ounty and ~~M~~municipalities before making planning decisions involving issues of countywide concern.
- 4. Urban Growth Areas:** All decisions regarding the designation of new UGAs ~~Urban Growth Areas~~, adjustments to existing UGAs Urban Growth Areas, population forecasting, and the allocation of population to UGAs Urban Growth Areas will be made using clearly stated and rational criteria.

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

13. **Critical Areas:** The **C**ounty and **M**municipalities will work together to ensure that **P**lanning **P**olicies, and **D**evelopment **R**egulations designed to protect Island County's natural resources and critical areas are consistent with one another.
14. **Historic Preservation:** Preserve and protect cultural resources as well as lands, sites, and structures that have historic or archaeological significance.
15. **Water Resources:** Protect the long-term viability of Island County's drinking water supply and the rights of Island County's existing residents, by considering the relationship between allowed densities and known and/or verifiable water supplies.
16. **Climate Resilience & and Natural Disasters:** In order to ~~avoid~~ mitigate the risks ~~unnecessary and costly infrastructure and to avoid exposing~~ Island County residents to ~~unnecessary risk~~, the **C**ounty and **M**municipalities will work proactively to prepare for, and if necessary, adapt to make the county more resilient to, the impacts of changing climate patterns and natural disasters by incorporating climate resilience goals and policies in comprehensive plans.
17. **Public Health:** Promote the health of people of all ages and abilities by adopting policies and regulations that encourage safe, healthy habits through the communities we plan, build, and preserve.

3. Countywide Planning Policies

The following policies are intended to facilitate the realization of the countywide goals identified above. These policies are further intended to guide the development of **C**ounty and **M**municipal comprehensive plans and **D**evelopment **R**egulations where such plans and regulations involve issues of countywide concern.

3.1 General Provisions

1. Except as otherwise stated, **M**municipalities shall be responsible for establishing long range plans and **P**lanning **P**olicies for **Municipal UGAs** ~~Urban Growth Areas~~. The **M**municipalities shall also be exclusively responsible for regulating land use and development within the incorporated portions of **Municipal UGAs** ~~Urban Growth Areas~~.
2. The **C**ounty shall be responsible for regulating land use and development activities within unincorporated portions of **Municipal UGAs** ~~Urban Growth Areas~~; however, the **C**ounty must coordinate with the associated **M**municipality to ensure that any new uses authorized by a **C**ounty permit or **D**evelopment **R**egulation are consistent with the **M**municipality's **P**lanning **G**oals and **P**olicies, as well as any applicable **CPPs** ~~Countywide Planning Policies~~.
3. Growth and development within **NMUGAs** ~~Non-Municipal Urban Growth Areas~~ shall be planned for, managed, and regulated by the **C**ounty.

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

3.2 Joint Planning Area Policies

1. For each ~~Municipal~~ UGA, the County and the Mmunicipality associated with the MUGA shall collaboratively designate a ~~Joint Planning Area (JPA)~~. Broadly, such areas are intended to provide an opportunity for long-term planning beyond the normal twenty-year planning horizon.
 - a. When identifying properties for inclusion in the JPA, the following shall be given first consideration:
 - i. Lands adjacent to the MUGA;
 - ii. Lands adjacent to essential public facilities and urban services;
 - iii. Lands that facilitate connectivity to established or projected transportation corridors; and
 - iv. Lands where inter-jurisdictional long-term coordination would be beneficial due to the sensitive nature of adjacent uses.
 - b. When possible, resource lands of long-term commercial significance should be considered for exclusion from the JPA.
 - c. JPA boundary lines shall be drawn, wherever practical, in order to:
 - i. Be contiguous and not contain any holes;
 - ii. Follow street alignments, water courses, and other physical boundaries;
 - iii. Be kept straight, simple, and logical; and
 - iv. Follow parcel boundaries (not dividing a parcel).
2. The County and the Mmunicipality shall also collaboratively produce a long-term conceptual plan for the JPA ~~Joint Planning Area~~ as follows:
 - a. Two broad overlay designations shall apply within JPAs as follows; Potential Priority Growth Areas (PGA) and Long Term Rural Significance (LRS) ~~Auxiliary Growth Area (AGA)~~. These designations need not be applied to all land within the JPA, land may be left undesignated; however, sufficient quantities of both PGA and ~~AGA~~ LRS land should be designated to guide and control future development and UGA expansions.

- b. The JPA overlay designation of ~~Priority Growth Area (PGA)~~ should be considered for lands which are:
 - i. Already characterized by ~~U~~urban ~~D~~development,
 - ii. Served by ~~U~~urban ~~S~~services, particularly sanitary sewer, or
 - iii. Determined by the ~~M~~municipality and the ~~C~~county to be the most logical and ~~cost~~ effective location to accommodate future ~~UGA~~ Urban Growth Area expansions.
- c. Land should not be assigned a ~~JPA Joint Planning Area~~ overlay designation of PGA if such land meets the criteria for an ~~AGA~~ LRS designation unless when such designation meets the criteria established in 3.2(2)(~~e~~f) of this chapter.
- d. JPA overlay designation of ~~Auxiliary Growth Area (AGA)~~ LRS should be considered for lands which are:
 - i. Extensively constrained by critical areas, flood hazards, or tsunami hazards, except when this land could be used to fulfill open space requirements;
 - ii. Determined by the ~~C~~county and/or ~~M~~municipality to have long-term cultural, scenic or environmental benefits, except when this land could be used to fulfill open space requirements;
 - iii. Resource lands of long-term commercial significance;
 - iv. Classified as forest lands or farm and agricultural lands and with property valuation at current use classification under RCW 84.34.020(2) or RCW 84.33.035; or
 - v. Within or in close proximity to Accident Potential Zones, and areas highly impacted by aircraft noise identified in Air Installations Compatible Use Zones (AICUZ) ~~P~~program noise contour maps.
- ~~e. When possible, a buffer of land should be provided between the UGA or lands designated as JPA, and resource lands or long term commercial significance. When such a buffer is established it shall be assigned a designation of AGA. A buffer should not be established if it would result in highly irregular or impractically configured AGA overlay boundaries.~~
- ~~ef.~~ Joint Planning Area JPA designations shall not be assigned in such a way that future UGA expansions are completely precluded, forestalled, or rendered impractical; areas must be provided to allow for future UGA expansions. Lands designated LRS AGA may be considered for re-designation to PGA when:
 - i. A LRS AGA designation would create a non-contiguous (“donut hole”) area of ~~C~~county land with future UGA expansions;

- ii. A ~~LRS~~ ~~AGA~~ designation would preclude, forestall, or make impractical the future and logical expansion of the UGA;
 - iii. A ~~LRS~~ ~~AGA~~ designated area is located adjacent to or in close proximity to established or projected transportation corridors;
 - iv. A ~~LRS~~ ~~AGA~~ designated area is needed to facilitate or provide access and connectivity to established or projected transportation corridors;
 - v. A ~~LRS~~ ~~AGA~~ designated area is located adjacent to or in close proximity to essential public facilities or urban services; ~~or~~
 - vi. A ~~LRS~~ ~~AGA~~ designated area is needed to facilitate the logical extension of urban services or for the siting of essential public facilities; or
 - vii. A LRS designated area is needed for the logical expansion of the UGA, and will be used to fulfill open space requirements.
 - ~~fg.~~ Lands designated ~~LRS~~ ~~AGA~~ that perform a critical recharging effect on aquifers used for potable water or lands which contain significant flood hazard areas should remain ~~LRS~~ ~~AGA~~ when possible.
3. The ~~C~~county shall adopt the PGA and ~~LRS~~ ~~AGA~~ designations as ~~C~~comprehensive ~~P~~plan overlay designations which will apply in addition to any underlying comprehensive plan or zoning designations.
4. The ~~C~~county may adopt a ~~FPA~~ ~~Future Planning Area~~ around the Freeland ~~NMUGA~~ ~~Non-Municipal Urban Growth Area~~ and assign overlay designations in accordance with the criteria provided in Section 3.2.
5. A conceptual JPA plan should be prepared by the ~~C~~county in cooperation with each ~~M~~municipality consistent with the above criteria, the ~~P~~planning ~~G~~goals and ~~P~~policies expressed in this document, and any applicable ~~C~~county ~~P~~planning ~~G~~goals and ~~P~~policies. The ~~C~~county and ~~M~~municipalities should then work together to resolve any concerns prior to final adoption by the ~~C~~county.
6. Proposals to modify a ~~MUGA~~ or ~~JPA~~ ~~Joint Planning Area~~ may be made by a ~~M~~municipality or the ~~C~~county. Modifications to JPA plans shall be subject to the procedures and criteria identified above and should generally be reviewed during the periodic update cycle mandated by the GMA or sooner if needed to ensure consistency with adopted criteria.
7. For lands assigned a designation of ~~Priority Growth Area (PGA)~~, the ~~C~~county shall adopt ~~P~~planning ~~P~~policies which limit or restrict development which could interfere with the efficient utilization of such lands for future ~~U~~urban ~~D~~development. The ~~C~~county shall also adopt ~~P~~planning ~~P~~policies which provide ~~M~~municipalities notification of significant development proposals (such as land divisions, site plan approvals, or major transportation projects) within the JPA, and shall provide the affected ~~M~~municipality with the ability to comment on such proposals.

8. For lands assigned a designation of ~~LRS-Auxiliary Growth Area (AGA)~~ the ~~C~~ounty shall adopt ~~P~~lanning ~~P~~olicies and which protect the agricultural, environmental, forestry, aesthetic, or cultural values of such lands.

3.3 Urban Growth Areas

Consistent with the provisions of RCW 36.70A.110, a ~~UGA Municipal Urban Growth Area~~ has been established around each ~~M~~municipality. A ~~Non-Municipal NM~~UGA has also been established in Freeland in recognition of the fact that Freeland is already characterized by ~~U~~urban ~~D~~development. Existing UGAs may be modified when it can be demonstrated that the proposed modification is consistent with the following policies. These policies are intended to implement countywide planning goals 2.1, 2.2, 2.4, and 2.5 as well as GMA planning goals one, two, and four as provided for in RCW 36.70a.020.

1. The review of a UGA for possible expansion is a significant undertaking. Generally, ~~U~~UGAs should only be enlarged or modified during the periodic update process; however, UGAs may be modified outside of the periodic update process if necessary to accommodate major and unanticipated fluctuations in Island County's population, or if necessary to accommodate a large employer or institution which cannot reasonably be accommodated within an existing UGA.
2. ~~UGAs Urban Growth Areas~~ may be expanded during a GMA mandated periodic update cycle if necessary to accommodate a 20 year supply of buildable land as required by RCW 36.70A.110.
3. ~~UGAs Urban Growth Areas~~ may be expanded outside of a GMA mandated periodic update cycle if the expansion is necessary for one of the following reasons. For purposes of interpreting these policies, "the start of the planning period" shall mean the date on which the most recent periodic update was completed.
 - a. Population growth in the UGA since the start of the planning period equals or exceeds fifty percent of the population growth allocated to the UGA at the start of the planning period; or
 - b. Employment growth in the UGA since the start of the planning period equals or exceeds fifty percent of the employment growth allocated to the UGA at the start of the planning period; or
 - c. Written notification is provided by the Department of Defense, or other reliable and verifiable information is obtained, indicating that prior to the next periodic update cycle, Naval Air Station Whidbey Island (NASWI) staffing will increase in a manner which would result in population growth equal to or exceeding fifty percent of the population growth allocated to the UGA at the start of the planning period; or
 - d. An opportunity is presented to bring a large scale business, industry, institution, or other significant employer to Island County, and the ~~C~~ounty

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

4. ~~UGAs Urban Growth Areas~~ shall be sized to include only the land necessary to accommodate twenty years of population and employment growth based on the methodology included in Appendix "A". This methodology is intended to provide for a reasonable market factor.
5. In considering potential UGA expansion scenarios, ~~M~~municipalities should consider alternative measures such as ~~as~~ increasing the densities allowed within their existing UGA or altering the uses allowed by their land use plan and zoning regulations. The viability of such measures should then be discussed with the ~~C~~county. In determining the viability of such alternative measures, the ~~M~~municipalities may consider a full range of economic, social, and real estate market factors.
6. After a thorough consideration of all other reasonable measures the UGA may be expanded in order to relieve a critical shortage of buildable land. If it is determined that an expansion or modification of a UGA is necessary, the UGA boundaries must be evaluated on a countywide basis, be based on a ~~C~~county population projection that does not exceed the Office of Financial Management (OFM) published ranges, and include an evaluation of the ~~allocation of growth and housing allocations outlined in Appendix B to each Planning Area and UGA.~~
7. Land shall be considered for inclusion within the UGA in the following order:
 - a. Land with a JPA overlay identified as urban holding areas designation of PGA.
 - b. Land within a JPA which has not been assigned a JPA overlay designation except as provided for in 3.3.8.
 - c. Land with a JPA overlay designation of ~~LRS AGA~~ which is not extensively constrained by critical areas; which does not contain significant flood or tsunami hazard areas; or which is not designated as resource lands or long-term commercial significance.
8. Land which is extensively constrained by critical areas, which contain flood or tsunami hazard zones, or which is designated as resource land ~~or of~~ long-term commercial significance, should be considered the lowest priority for inclusion within a UGA and should only be included within a UGA ~~upon a demonstration of the following~~ based on the following criteria:
 - ~~a. After a thorough consideration of all other reasonable measures the UGA must be expanded in order to relieve a critical shortage of buildable land;~~
 - a. The lands are needed to provide contiguity between PGA and other developable lands;
 - b. The lands will be preserved by their natural and environmental values with park or open space designations;

- ~~cb.~~ No other land exists which can reasonably be added to the UGA;
 - ~~de.~~ The land being considered can be reasonably served by ~~U~~urban ~~S~~services;
and
 - ~~ed.~~ A transfer of development rights (TDR) program has been enacted per WAC 365-196-815(1)(a).
9. Under no circumstances shall a UGA be expanded into a designated tsunami or flood hazard area unless the land is assigned an extremely low intensity comprehensive plan designation such as park or open space.
10. UGAs ~~Urban Growth Areas~~ may be reduced in size if:
- a. Revised population estimates or allocations indicate that that the existing UGA is larger than necessary to accommodate a 20 year supply of buildable land.
 - b. Densities within the UGA have been increased such that the UGA is larger than necessary to accommodate a 20 year supply of buildable land.
 - c. It is determined that ~~U~~urban ~~S~~services including public sewer and water cannot reasonably be provided to the area included in the proposed UGA reduction. Any UGA reduction proposed on the basis of this criterion shall ensure that any population currently allocated to the area included in the proposed reduction is redistributed elsewhere within the UGA, or to another UGA.
11. UGAs ~~Urban Growth Areas~~ may be modified by simultaneously including and excluding land so that the total area of the UGA is not altered, provided that land shall be considered for inclusion based on the criteria expressed in policies 3.3.5, 3.3.6, 3.3.7, 3.3.8, and 3.3.9 above.
12. Land shall not be removed from a UGA if it is already characterized by ~~U~~urban ~~D~~development, permits have been issued authorizing ~~U~~urban ~~D~~development, or ~~U~~urban ~~S~~services have been extended into the area, unless the area is physically separated from and not adjacent to existing urbanized areas and would otherwise qualify as a ~~Rural Area of Intense Development (RAID)~~.
13. UGA modifications outside of the period update cycle may be proposed by a ~~M~~municipality, the ~~C~~county, or an individual. Modifications proposed by ~~M~~municipalities or individuals shall be submitted to the ~~C~~county in a manner consistent with the ~~C~~county's procedures for comprehensive plan amendments and placed on the ~~C~~county's annual review docket (per ~~ICC~~ Chapter 16.26 ICC). Modifications proposed by individuals shall not be approved by the ~~C~~county unless the modification is supported by the legislative authority of the affected ~~M~~municipality.
14. For any proposed UGA modification a current land capacity analysis shall be prepared and shall utilize the procedures described in Appendix A. The land capacity analysis should be performed by the respective ~~the~~ jurisdiction; ~~initiating~~

~~the UGA modification,~~ unless the modification is initiated by an individual, in which case the land capacity analysis should be completed by the ~~E~~county.

3.4 Urban Development

The following policies have been adopted to ensure that ~~U~~urban ~~D~~development occurs only within designated ~~UGAs~~ ~~Urban Growth Areas~~, and that ~~U~~urban ~~G~~growth is orderly, compact, contiguous, and adequately served by ~~U~~urban ~~S~~services. These policies are intended to implement countywide planning goals 2.4, 2.5, and 2.8 as well as GMA planning goals one, two, and twelve.

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

7. The ~~M~~municipalities and ~~C~~ounty agree that steps should be taken during each periodic update cycle to increase the percentage of Island County's overall growth occurring within UGAs. The ~~M~~municipalities and the ~~C~~ounty should work to foster, promote, and accommodate additional housing and job growth within existing UGAs and shall adopt policies to accomplish this objective.
8. Municipalities shall not annex land outside an ~~UGA~~ Urban Growth Area.
9. Land recently added to a UGA shall not be annexed until any appeal periods or proceedings associated with the UGA expansion have lapsed or been resolved.
10. Each ~~M~~municipality should include specific policies to guide the incorporation process in their comprehensive plans.
11. It is recognized that ~~U~~urban ~~G~~rowth and ~~D~~development should be regulated by the ~~M~~municipalities. Accordingly, the following policies are intended to facilitate and encourage the annexation of land outside of existing ~~M~~municipal boundaries but within ~~Municipal~~ UGAs. These policies are also intended to ensure that ~~U~~urban ~~D~~development occurs in a logical, incremental, and rational fashion, and to prevent the ~~C~~ounty from authorizing development within a ~~Municipality's~~ UGA which forestalls or frustrates future ~~U~~urban ~~D~~development or the realization of the ~~M~~municipality's ~~P~~planning ~~G~~goals and ~~P~~policies:
 - a. Land outside of existing ~~M~~municipal boundaries but within a ~~Municipal~~ UGA shall be assigned a ~~C~~ounty comprehensive plan and zoning designation of Urban Holding "~~UH~~" until such time that it is annexed by a municipality. Once the annexation process is complete, the ~~M~~municipality's ~~P~~planning ~~P~~policies, zoning designations, and ~~D~~development ~~R~~regulations shall be used to regulate development.
 - b. Island County will support the incorporation of ~~NMUGAs~~ Non-Municipal Urban Growth Areas and provide technical assistance as needed, provided that all annexation and incorporation proposals involving land associated with a ~~NMUGA~~ Non-Municipal Urban Growth Area will be reviewed against the relevant incorporation/annexation criteria set forth in ~~S~~state law, including a thorough analysis of fiscal impacts.
 - c. In allocating projected growth to UGAs, priority should be given to ~~Municipal~~ UGAs over ~~Non-Municipal~~ NMUGAs within the same planning area.
 - d. The ~~C~~ounty shall continue to work with local jurisdictions to adopt ~~P~~planning ~~P~~policies and ~~D~~development ~~R~~regulations that will facilitate anticipated urban development, annexation and the provision of urban services in those areas designated UH.
12. Incorporation proposals involving land outside the boundaries of a ~~NMUGA~~ Non-Municipal Urban Growth Area shall not be supported or approved by the ~~C~~ounty.

3.5 **Rural Development**

1. All development outside of UGAs shall be consistent with the County's definition of Rural Character ([ICC 17.03.040](#)).
2. Allowed land uses in the Rural Areas should primarily be agricultural or low density residential in nature. In order to support the economic and social vitality of existing cities and towns, non-residential, non-agricultural uses in Rural Areas should generally be limited to small scale home businesses and non-residential uses which are directly related to, and supportive of, agricultural uses. Small scale recreation and tourist uses may also be appropriate in Rural Areas, and higher density housing and certain commercial uses may be permitted in the County's RAIDs. The County shall adopt Planning Policies.
3. In establishing allowed densities and uses in Rural Areas, the County shall consider the long-term availability of known and /or verifiable water supplies, the general suitability of the area for on-site septic systems, the presence of geologically unstable areas, and the presence of flood or tsunami hazards.
4. The County shall plan for the timely and efficient provision of Rural Services.
5. In general, public facilities and buildings should not be located in Rural Areas unless their function or service area is best served by a location outside of a UGA.
6. The Municipalities and the County have agreed that the percentage of growth occurring within UGAs should be increased. The County should adopt Planning Policies and Development Regulations in order to achieve this objective.

3.6 **Public Facilities and Services**

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

5. Consistent with GMA requirements, locally adopted comprehensive plans and **D**evelopment **R**egulations shall specifically identify how **U**rban **S**ervices will be provided throughout UGAs.
6. With respect to services or facilities of regional significance, **M**unicipalities and the **C**ounty should coordinate capital facilities planning and funding within UGAs.
7. The **C**ounty and the **M**unicipalities will work together to implement, enforce, and update the Coordinated Water System Plan and any associated **P**lanning **P**olicies or **D**evelopment **R**egulations.
8. Public **S**ervices and facilities should be located in areas which are accessible by all modes of transportation. In particular, public services serving low income or mobility impaired citizens should be located in close proximity to transit stops and in areas with a well developed network of sidewalks and paths.
9. In general, public facilities and buildings should not be located in **R**ural **A**reas. In evaluating the appropriate location for public buildings and facilities, sites should be considered in the following order of preference:
 - a. Sites within existing **M**unicipalities.
 - b. Sites outside of existing **M**unicipalities, but within UGAs.
 - c. Sites outside of an existing **M**unicipality, or UGA, but within a **Limited Area of More Intense Rural Development (RAID)**.
 - d. Sites in **R**ural **A**reas, but only when it can be shown that the **P**ublic **S**ervice requires a location in a **R**ural **A**rea due to its unique operational characteristics or service area requirements.

3.7 Facilities of Countywide or Statewide Significance

The **C**ounty and the **M**unicipalities are required by the GMA (RCW 36.70A.200) to include provisions in their comprehensive plans and **D**evelopment **R**egulations addressing essential public facilities. The following policies are intended to guide the designation, location, expansion, and modification of **F**acilities of **C**ountywide or **S**tatewide **S**ignificance and to ensure full compliance with GMA requirements.

1. The **C**ounty and **M**unicipalities shall ensure that their **P**lanning **P**olicies and **D**evelopment **R**egulations contain policies and procedures allowing for, and governing facilities of statewide or countywide significance.
2. The **C**ounty and each **M**unicipality should establish a process through their comprehensive plans or **D**evelopment **R**egulations for identifying and regulating the location and development of essential public facilities. These policies and regulations should, at a minimum, include:
 - a. A process for determining whether or not a given facility or service meets the definition of an essential public facility.

- b. A process, including specific criteria, for evaluating alternative locations.
 - c. Provisions to ensure that the environment, public health, and safety are protected.
 - d. For facilities outside of UGAs, provisions to ensure, to the extent possible, the facility is consistent with the ~~C~~ounty's adopted definition of ~~R~~ural ~~C~~haracter.
3. To the extent possible, essential public facilities should be located in a manner which is consistent with, and supportive of adopted land-use, transportation, and economic development plans.
4. Essential public facilities shall be located within a UGA unless it can be demonstrated that a rural location is the most appropriate location based on the specific characteristics and operational needs of the facility. Mere convenience or expediency is not sufficient to demonstrate compliance with this requirement.
5. Essential public facilities located outside of a UGA should be self contained and should not require the extension or provision of ~~U~~rbane ~~S~~ervices. In the event that it is absolutely necessary to extend ~~U~~rbane ~~S~~ervices to allow for the establishment of an essential public facility that would otherwise be impossible to establish, ~~U~~rbane ~~S~~ervices shall be provided in a manner which precludes further extension or connections in the intervening areas. In such instances, the extension of ~~U~~rbane ~~S~~ervices shall not be used to service ~~R~~ural ~~D~~evelopment or to justify future UGA expansions that could not otherwise be supported by the policies of this document.
6. The ~~C~~ounty and ~~M~~municipalities shall not preclude the establishment or provision of an essential public facility when proposals for such services or facilities are consistent with these policies, as well as any ~~P~~lanning ~~P~~olicies and ~~D~~evelopment ~~R~~egulations adopted by the ~~C~~ounty or ~~M~~municipalities regulating essential public facilities.
7. The ~~C~~ounty, in collaboration with the affected municipality shall review proposals for ~~F~~acilities of ~~C~~ountywide or ~~S~~tatewide ~~S~~ignificance in ~~unincorporated Municipal~~ UGAs, taking into consideration these policies, as well as applicable ~~C~~ounty and ~~M~~municipal policies and regulations.

3.8 Transportation

1. The transportation element of the ~~C~~ounty's comprehensive plan should include ~~UGA Urban Growth Area~~ components to ensure consistency among planning jurisdictions. All transportation planning, including that of ~~F~~ederal or ~~S~~tate agencies, and ~~P~~ort ~~D~~istricts, should be jointly and cooperatively developed, adopted and implemented through coordinated and collaborative planning efforts.

2. The **C**ounty and **M**municipalities should each actively participate in multi-county, multi-jurisdiction, regional transportation planning, including planning for Washington State Ferries.
3. The **C**ounty and **M**municipalities will cooperate in the analysis of, and response to, any major industrial, retail, commercial, recreation, or residential development proposal that may impact the transportation systems in Island County.
4. The capacity of the transportation system must be planned, built, and managed to meet planned land use densities in UGAs.
5. The planned transportation system should be implemented in a coordinated and cost effective manner utilizing a fair and sufficient method of funding.
6. The **C**ounty and **M**municipalities shall work together in identifying and preserving transportation corridors in JPAs and unincorporated UGAs. The location and extent of such corridors should be based on the street classifications and/or future street maps recommended or identified in the Transportation Elements of **M**municipal **C**omprehensive **P**plans.
7. The purchase of right-of-way, or the construction of transportation projects necessary to facilitate **U**urban **D**evelopment, within unincorporated UGAs shall be the responsibility of the **M**municipality associated with the UGA.
8. The **C**ounty and **M**municipalities will coordinate their respective transportation plans for consistency and interconnectedness in JPAs and unincorporated **Municipal** UGAs. For developments occurring in a JPA, or an unincorporated **Municipal** UGA, that may impact future transportation corridors, the County will notify the **M**municipality responsible for the UGA or JPA of the development and provide the **M**municipality with an opportunity to comment on the proposal.
9. Pursuant to RCW 36.70A.430, a multi-jurisdiction environmental and permitting process should be established for reviewing and coordinating state and local permits for transportation projects that cross **M**municipal or **C**ounty boundaries. This policy may be carried out through the development of inter-local agreements with the **M**municipalities within Island County as well as adjoining **C**ounties and **M**municipalities.

3.9 **Housing**

In order to meet the need for affordable housing and to accommodate the housing needs for all economic segments of the population ([per the State's requirements in RCW 36.70A](#)), the **C**ounty and **M**municipalities will consider the following policies in the development of locally adopted comprehensive plans ([refer to Appendix B for details on housing allocations and methodology](#)):

1. A wide range of housing development types and densities throughout Island County ~~shall~~ **should** be ~~accommodated encouraged and promoted~~ to meet the needs of a diverse population and provide affordable housing choices for all;

2. Manufactured home parks at urban densities, should be located within ~~Municipalities~~, UGAs and/or ~~unincorporated RAIDs rural centers~~;
3. Multi-family housing should be located within ~~Municipalities~~, UGAs and/or ~~unincorporated RAIDs Rural Centers~~;
4. ~~In order to maximize economic opportunity and enhance the wellbeing of Island County's low income residents~~, Publicly funded ~~low income~~ emergency housing and permanent supportive housing should be located in close proximity to employment centers, transit stops, and other public services.
5. The comprehensive plans of the ~~C~~county and the ~~M~~municipalities should consider the following housing policies:
 - a. Development of ~~boarding houses~~, single-room occupancy housing, planned residential developments ~~scattered site housing~~, and accessory dwelling units ~~housing such as elder cottages, guest houses, and/or attached apartments~~;
 - b. Establishment of a public/private housing trust fund to provide loans and grants for development of low to moderate income housing and housing for persons with special needs;
 - c. Identification of publicly owned properties within UGAs or RAIDs that could serve as possible sites for the development of affordable low income housing; and
 - d. Identification of regulatory relief actions such as inclusionary zoning, density bonuses for the development of lower-cost housing or in-lieu payments into a housing trust fund, forgiveness of impact or mitigation fees for low-income housing as authorized under the GMA or priority permit process treatment of housing developments intended for or including affordable housing.
6. Provisions for ~~affordable~~ housing affordable to all income levels will be required elements of the housing, land use, economic development and comprehensive plans of the ~~C~~county and ~~M~~municipalities.

3.10 Land Use & Public Health

Access to clean air and water, healthy food, affordable housing, adequate transportation, and opportunities for physical activity, are all key factors that contribute to a positive quality of life. The ~~Growth Management Act (GMA)~~ encourages the availability of affordable housing, efficient multimodal transportation systems, retaining open spaces, enhancing recreational opportunities and requires communities to plan for bicycle and pedestrian transportation and physical activity. Establishing a deliberate connection between land use and public health will assist the ~~C~~county and the ~~M~~municipalities in realizing these GMA objectives. Therefore, it is the policy of the ~~C~~county and the ~~M~~municipalities that the following policies should be considered when developing or revising ~~C~~county or ~~M~~municipal ~~P~~planning ~~P~~policies and ~~D~~development ~~R~~regulations:

1. Roadway systems should be planned, built, and managed to encourage alternative transportation modes to the single-occupant vehicle. Transportation systems should support active, independent mobility for users of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities. Each jurisdiction should encourage:
 - a. Use of public transportation;
 - b. Development of linked on-street bicycle routes and pedestrian and bicycle corridors;
 - c. Adequate pedestrian facilities; and
 - d. Provisions for connections between different modes of transportation.
2. Development within UGAs should encourage enhanced community access and promote healthy active lifestyles through:
 - a. An appropriate mix of land uses and intensities of land uses;
 - b. Well connected street grids;
 - c. Non-motorized access to transportation;
 - d. Appropriate pedestrian and bicycle facilities that allow for safe travel; and
 - e. Regionally connected trail systems.
3. A countywide system of non-motorized trails should be established in accordance with the Island County Non-Motorized Trails Plan. Trail development should be completed through regional collaboration and prioritize linking multi-modal transportation, schools, urban development, places of employment, and recreational facilities.
4. Residents should have adequate access to “open space” areas. Open spaces include land which contains natural areas, habitat lands, natural drainage features, and/or other environmental, cultural and scenic resources. Such land should be preserved and provided to residents for recreational use when appropriate. Open spaces should be linked to non-motorized transportation and public transportation.
5. Residents should have access to healthy food choices. Consideration should be given to establishing land use patterns and ~~D~~development ~~R~~regulations that support such access. Land use and ~~D~~development ~~R~~regulation amendments should consider the potential to remove existing barriers to healthy food choices, if they exist. Home and community gardens within UGAs should be encouraged and supported through design and permitting processes.
6. Access to affordable housing influences, and is influenced by, residents health. Housing services should be planned with collaboration of health and economic development expertise. Development of multi-family affordable housing should be encouraged near major employment opportunities, public services including

healthcare, public transportation, retail providing healthy food options, and open spaces such as parks and trails.

3.11 Economic Development & Employment

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

1. Economic growth should be encouraged within the capacities of the **County's** natural resources, public services and public facilities;
2. The Economic Development Element of the Island County Comprehensive Plan and the comprehensive plans of the **Municipalities** should, at a minimum:
 - a. Consider the goods, services and employment requirements of existing and projected population;
 - b. Identify the land use, infrastructure, transportation, and labor market requirements of businesses which have the highest probability of economic success in Island County and the least negative impact on the quality of life;
 - c. Based on citizen input, existing land use patterns, and local capacity (geographic environmental and other considerations), determine areas suitable for retail, commercial and industrial uses; and
 - d. Encourage expansion of the tax base to support the infrastructure and services required to support a growing or changing population.
3. Future retail, commercial, and industrial development should be encouraged in UGAs and RAIDs as identified in the comprehensive plans adopted by the **County** and **Municipalities**.
4. Land use regulations and infrastructure plans of the **County** and **Municipalities** should be amended or developed in a manner that supports economic development elements of locally adopted comprehensive plans.
5. Economic development in each of Island County's **Planning Areas** should proceed in a coordinated fashion consistent with locally adopted comprehensive plans and development regulations.
6. The **County**, **Municipalities**, and **Port Districts** should work collaboratively to address issues of intergovernmental coordination and overlapping responsibility.

4. Administration and Implementation

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

4.1 Countywide Planning Group

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

4.2 Procedures for Adopting or Amending Countywide Planning Policies

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

4.3 Population Projections and Land Capacity Analysis

1. As part of the periodic review process required by RCW 36.70A.130, the CPG shall review, and if necessary, revise the 20 year population projection. The ~~C~~ounty should lead this effort in cooperation with the ~~M~~municipalities.
2. In reviewing the 20 year population projection, the CPG shall utilize the medium series projection range issued by ~~the Washington State Office of Financial Management (OFM)~~ as a base, or starting point. The CPG shall then analyze the assumptions used in the development of OFM's forecasting model. In those

instances where OFM's assumptions differ from locally observed conditions or trends, adjustments ~~shall~~ may be made to the medium series projection.

- a. When a mid-cycle evaluation is requested, or if the CPG deviates from the OFM medium projection, in addition to other relevant data, the following will be re-evaluated to ensure that ~~C~~county population projections and/or allocations are still valid and correct.
 - i. Migration factors (including commuter patterns, retirees, and county job growth);
 - ii. Building permits for new construction compared to projected population growth;
 - iii. Growth locations and densities (permit data); and
 - iv. Project impacts, if expansion evaluation is pursuant to 3.3.3 (c) or (d).
3. Once a general consensus has been reached by the members of the CPG, the CPG's population projection recommendation shall be forwarded to the Island County Planning Commission and the ~~Board of Island County Commissioners (BOCC)~~ for consideration. Based on the Planning Commission's recommendation, the BOCC shall either adopt the 20 year population projection developed by the CPG or refer the matter back to the CPG for further work.
4. BOCC adoption of a population projection shall include a resolution identifying the population projection to be used. The population projection decision shall only become final when ratified by the majority of legislative bodies representing Coupeville, Island County, Langley, and Oak Harbor.
5. After the ~~BOCC population projection has been ratified~~ has adopted a population projection, the CPG shall develop a plan for allocating the projected population growth to each jurisdiction of Island County's Planning Areas. This regional allocation process should meet the requirements of RCW 36.70A.020 and be based on jobs, infrastructure, services, past growth trends, demographic characteristics, economic conditions, and housing market data. See Appendix B for more details on regional allocations.
- ~~6. After the regional allocation process described above is completed, the CPG shall divide each regional allocation into an urban component and a rural component; the urban component of each regional allocation shall then be assigned to the UGAs.~~
- 6.7. For each UGA, a land capacity analysis shall be performed to determine if the UGA has sufficient capacity, with reasonable market factors in accordance with procedures provided in Appendix A, to accommodate the projected growth in population and jobs. The land capacity analysis should be conducted by the jurisdiction responsible for the UGA and shall utilize the procedures described in Appendix A.

78. If, based on the results of the land capacity analysis described above, it is determined that a UGA does not have sufficient capacity to accommodate 20 years of population and job growth, the UGA may be expanded as necessary to accommodate the anticipated growth, provided that any proposed expansion shall be consistent with the applicable criteria contained in section 3.3 of these policies.

89. If, based on the results of the land capacity analysis described above, it is determined that a UGA has significantly more capacity than is required to accommodate 20 years of population and job growth, the UGA may be reduced in size if requested by the jurisdiction responsible for the UGA, or if otherwise required to comply necessary to comply with the GMA Growth Management Act, provided that any proposed reduction shall be consistent with the applicable criteria enumerated in section 3.3.

4.4 Monitoring and Reporting Procedures

1. In order to facilitate future analysis, the County and Mmunicipalities will maintain development records which include:
 - a. The number of housing units permitted and constructed annually. This information shall be collected and maintained in a manner which makes it possible to differentiate between new “additional” units and replacement units.
 - b. The number of land divisions approved, the size of the parcel divided, the number of new or additional lots created through each division, the gross and net density achieved by each division, and the quantity of land used for public purposes within each division.
 - c. The number of multi-family development projects approved, the number of units contained within each development, the gross and net density achieved by each development, and the maximum density permitted in the zone where each project is located.
 - d. The square footage of new commercial or industrial buildings permitted and constructed. This information should be collected and maintained so that it is possible to calculate the floor area or site coverage ratios of each development.
2. The data described above should be provided to Island County Planning Department by the end of January each year for the purpose of maintaining an accurate buildable lands inventory. Following the receipt of this information the County ~~should~~ may produce an annual report summarizing development trends in Island County and distribute this report to the Mmunicipalities and Sspecial Service Districts as appropriate.
3. GIS data should be provided to Island County by the end of January each year to reflect any changes made to Mmunicipal land use or zoning maps. Additionally, Island County should provide updated parcel information to the Mmunicipalities.

5. Fiscal Impact Statement

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

Countywide Planning Policies

Appendix A: Buildable Lands Procedures

1. DEFINITIONS

1. **Critical Areas:** Mapped and verified streams, wetlands, lakes, ponds, [frequently flooded areas](#), [fish and wildlife habitat conservation areas](#), steep slopes, and geologically hazardous areas, and their maximum associated buffers.
2. **Critical Area Constraint Factor (CF):** A number representing the percentage of land (specific to each area analyzed) which is presumed to be constrained by critical areas, and therefore less likely to be available for development.
3. **Development Potential (DP), Non-Residential & Multi-Family Residential:** The number of acres available for non-residential and multi-family residential development in each industrial, commercial, mixed use, and multi-family zone. In this analysis, [development potential DP](#) is used as a subtotal to express the gross capacity of vacant or re-developable parcels before the ~~T~~_{total} [development potential](#) ~~Development Potential~~ is calculated.
4. **Development Potential (DP), Single-Family Residential:** The potential number of lots or dwelling units which can be created by dividing or developing vacant or partially vacant parcels in zones which permit single-family residential development. In this analysis, [development potential DP](#) is used as a subtotal to express the gross capacity of vacant or partially vacant parcels before the ~~T~~_{total} [development potential](#) ~~Development Potential~~ is calculated.
5. **Low Probability for Development (LPD):** Parcels which are not likely to be available for development because they are owned by a charitable organization, institution, or governmental entity. [Low probability development PD](#) parcels shall be identified based on Assessor's parcel data. Parcels which are tax exempt based on Assessor's parcel data shall be considered [low probability development](#) ~~LPD~~ parcels. Parcels with an easement that restricts future development shall also be considered [low probability development](#) ~~LPD~~ parcels.
6. **Partially Vacant Parcel (PVP):** A partially vacant parcel is a parcel which contains an existing dwelling unit but which is large enough to be divided.
7. **Public Purpose Land (PPL):** Includes land required for such things as streets, drainage facilities, and parks/open space.
8. **Re-Developable Parcel (RP):** A parcel zoned for non-residential uses or multi-family residential uses that has the potential to be redeveloped and used more intensively.
9. **Total Development Potential, Non-Residential & Multi-Family Residential (TDP):** The total gross quantity of land available for multi-family or non-residential development before land is subtracted to account for public purposes and critical areas.

10. **Total Development Potential, Single-Family Residential (TDP):** The total gross number of lots or dwelling units which could be created by dividing and/or developing all vacant and partially vacant parcels available for single-family development before land is subtracted to account for public purposes and critical areas.
11. **Total Net Capacity (TNC):** The total net capacity of each single-family, multi-family, industrial, commercial, and mixed use zone after land is subtracted for public purposes and critical areas. Total **Net Capacity** is expressed in acres for multi-family and non-residential zones, and dwelling units or lots for single-family zones.
12. **13. Vacant Parcel (VP):** A parcel which is either vacant or has an improved value of less than \$4,000 based on Assessor's parcel data. Parcels which contain a mobile or manufacture home shall not be considered vacant even if they have an improved value of less than \$4,000.
- 13.14.** When the term **value** is used in this document it shall mean the assessed value identified in the Island County Assessor's **D**atabase.
- 14.15.** When the term **BOCC** is used in this document it shall mean the Board of Island County Commissioners.

2. ASSUMPTIONS:

- 1. Affordable Housing:** Within all areas, identify buildable lands to accommodate all income levels as defined by the State. The State defines the income brackets as percentages of the area median income, separated as follows: 0-30% non-permanent supportive housing, 0-30% permanent supportive housing, 30-50%, 50-80%, 80-100%, 100-120%, greater than 120%, and emergency housing.
- 2.4. Employment Density:** For commercial and industrial lands the following assumptions should be used:
- a. Commercial, UGA: 17 employees per acre
 - b. Industrial: 8 employees per acres
- 3.2. Public Land:** In RAIDs and UGAs, 15% of available land will be needed for public purposes.
- 4.3. Re-Development Factor:** It is assumed that 50% of multi-family, commercial, and industrial parcels with an improvement to land value of less than 1:2 will be available for redevelopment during the planning period (20 years from the date of the most recent periodic update).
- 5.4. Household Size (or Persons per Household):** An average household size will be used for each area analyzed based on census data.
- 6.5. Partially Vacant Parcels:** Due to the smaller minimum lot sizes typically allowed within **U**rban **G**rowth **B**oundaries, it is not always practical to assume a parcel that is twice the minimum lot size will be able to subdivide due to the orientation

of an existing structure on the property. To account for this, a defined percentage of parcels between 2 and ~~3.5~~ 4 times the minimum lot size in the zone should be deducted based on a sliding scale. Parcels located in ~~R~~ural ~~A~~reas shall be considered partially vacant if they are at least twice the minimum lot size required by the zone in which they are located.

Criteria	Adjustment Factor
2-2.5 times the minimum lot size	75 90%
2.6-3 times the minimum lot size	50 75%
3.1- 4 3.5 times the minimum lot size	25%
> 3.5 4 times the minimum lot size	15 0%

76. **Rural Capacity Deficiencies:** If there is a capacity deficiency identified in the rural area of any one of the ~~P~~lanning ~~A~~reas, the allocated population or jobs which are represented by that deficiency will be allocated to the UGA(s) within that ~~P~~lanning ~~A~~rea. If more than one UGA exists within that ~~P~~lanning ~~A~~rea, the population or jobs will be allocated in accordance with the same percentage of allocation used in the ~~R~~egional ~~A~~allocation process.

87. **Seasonal/Recreational (~~SR~~) adjustment factor:** Some dwelling units will not be available for residential occupancy, as they are used for short term rentals (e.g. VRBOs), second homes, etc. A seasonal/recreational ~~SR~~ factor will be based on the most current census data, but may be refined using local data.

98. **Vacancy Rate (~~VR~~) adjustment factor:** A reasonable factor for vacant units will be based on the most current census data, but may be refined using local data.

109. **Vacant Parcels (~~VP~~) adjustment factor:** To account for vacant parcels ~~VPs~~ that will not fully develop to the maximum density allowed over the next planning period, the capacity calculation for vacant parcels ~~VPs~~ will be reduced by a 10% adjustment factor.

3. RURAL ANALYSIS STEPS:

1. Identify all parcels within a RAID or UGA and exclude these parcels from further analysis.
2. Determine the critical area constraint factor for rural areas by combining all critical area GIS layers, calculating the number of acres constrained by critical areas within rural areas. The result is a critical area constraint factor for the rural area.

23. Separate parcels by zoning category and identify lands zoned park/open space, special review district, airport, or any other designation which does not allow for residential development. These parcels should be excluded from further analysis.
34. For each zoning designation, identify all ~~L~~ow ~~P~~robability for ~~D~~evelopment (~~LPD~~) based on tax classification. Parcels which are publicly owned or tax exempt (parks, schools, churches, etc.) should be considered low probability development LPD and excluded from further analysis.
45. For each zoning designation, calculate the development potential of all vacant parcels (~~VP~~). The development potential of vacant parcels is determined by dividing the parcel area required by the minimum lot size allowed in the zone, and rounding down, and applying the ~~V~~acant ~~P~~arcel (~~VP~~) adjustment factor. For example, a 17 acre parcel in the ~~R~~ural zone could be divided into three five acre parcels ($17/5 = 3.4$) and accommodate three dwelling units.
56. For each zoning designation calculate the development potential of all partially vacant parcels (~~PVP~~) by dividing the parcel area by the minimum lot size, rounding down and subtracting one to account for the existing dwelling unit. For example, a 17 acre parcel in the ~~R~~ural zone with an existing home on it could be divided into three five acre parcels and two *additional* homes could be constructed on the resulting parcels. $[(17/5 = 3.4) - 1 = 2.4]$. Additionally, identify all the parcels that fall within are 2 ~~and to~~ 3.5 times the minimum lot size or greater; discount a portion of these based on the sliding scale below provided in Section 2.5.
67. For each zoning designation determine the total development potential (~~TDP~~) by adding the results from steps four and five together. This step allows the total build-out capacity for each, non-RAID, rural zoning designation to be determined (in dwelling units).
78. As a final step, add the resulting total development potential TDP figures for each zoning designation together to determine the total development potential for areas outside of RAIDs and UGAs. Apply the critical area constraint factor and the ~~S~~easonal/~~R~~ecreational ~~SR~~) adjustment factor to determine an appropriate amount of land to deduct from the development potential. This step will allow the ~~T~~otal ~~N~~et ~~C~~apacity (~~TNC~~) of the rural area (excluding RAIDs) to be determined (in number of dwelling units).
89. In order to determine the number of people that can be accommodated, the dwelling unit totals from steps six or seven can be multiplied by the average household size, with the ~~V~~acancy ~~R~~ate (~~VR~~) adjustment factor applied. The average household size should be determined using the most recent census data available.

4. RAID ANALYSIS STEPS:

4.1 General Steps

1. Identify all parcels which are either located within a UGA or outside of a RAID. Exclude these parcels from further analysis.
2. For each zoning designation, identify all ~~L~~ow ~~P~~robability for ~~D~~evelopment (~~LPD~~) based on tax classification. Parcels which are publicly owned or tax exempt (parks, schools, churches etc.) should be considered low probability for development ~~LPD~~ and excluded from further analysis.
3. Separate residential RAIDs from non-residential RAIDs by zoning designation. Residential RAID parcels should be analyzed separately from non-residential RAID parcels as described below.
4. Determine the critical area constraint factor for each RAID by combining all critical area GIS layers, calculating the number of acres constrained by critical areas within each RAID. The result is a critical area constraint factor for each RAID.

4.2 Determining the Capacity of Single Family Residential RAID Zones

1. For each residential RAID zoning designation calculate the development potential of all vacant parcels (~~VP~~). The development potential of vacant parcels is determined by dividing the parcel area by the minimum lot size allowed in the zone, and rounding down, and applying the ~~V~~vacant ~~P~~arcel (~~VP~~) adjustment factor.
2. For each residential RAID zoning designation calculate the development potential of all partially vacant parcels (~~PVP~~). For purposes of this analysis, a partially vacant parcel is a parcel that is at least two times as large as the minimum lot size allowed by the zone. Calculate the development potential of all partially vacant parcels (~~PVP~~) by dividing the parcel area by the minimum lot size allowed in the zone and rounding down and subtracting one in order to account for the existing dwelling unit. Additionally, identify all the parcels that fall within are 2 ~~and to~~ 3.5 times the minimum lot size or greater; discount a portion of these based on the sliding scale below provided in Section 2.5.
3. For each residential RAID zoning designation determine the total development potential (~~TDP~~) by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally, apply the critical area constraint factor and the ~~S~~easonal/~~R~~ecreational (~~SR~~) adjustment factor to determine an appropriate amount of land to deduct from the development potential. This step allows the total net capacity (~~TNC~~) for each residential RAID zoning designation to be determined (in dwelling units).
4. Add the resulting total net capacity ~~TNC~~ figures for each residential RAID zoning designation together to determine the total development potential for all residential RAID zones. This step will allow the total combined net capacity of residential RAID zones to be determined (in number dwelling units).

5. In order to determine the number of people which can be accommodated, the dwelling unit totals from steps three or four can be multiplied by the average household size, with the ~~V~~vacancy ~~R~~ate (~~VR~~) adjustment factor applied. The average household size should be determined using the most recent census data available.

4.3 Determining the Capacity of Multi-Family & Mixed-Use Residential RAID Zones

See Section 5.3, UGA Multi-Family and Mixed-Use Residential instructions.

4.4 Determining Capacity of Non-Residential RAID Zones

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

5. UGA ANALYSIS STEPS:

5.1 General Steps

1. Sort parcels by zoning or comprehensive plan designation using Assessor's parcel data and/or any other applicable information. ~~Zoning or comprehensive plan designation should be obtained from the jurisdiction to ensure the accuracy of information before beginning the analysis.~~
2. For each UGA, identify all the Low Probability for Development (LPD) parcels in each zoning designation. LPD Low probability for development parcels should include land which is tax exempt (parks, schools, churches, and public facilities). Parcels, located in developed tracts, used for stormwater drainage and landscaping should be identified and removed from the analysis. These parcels typically are a requirement of the site plan and are not available for redevelopment. Remove all condominiums and gas stations from the results. Condominiums may show up in the results due to the relatively low improvement to land value of any one unit, however, the aggregate improvement to land value generally makes condominiums unlikely to redevelopment. Gas stations often have a low improvement to property value because they generally have very limited facilities and expensive real estate; however, they are highly unlikely to redevelop. These parcels should be excluded from further analysis.
3. For each UGA, compile all available critical area mapping information and merge these layers into a single layer to determine the total quantity of constrained acreage in each zoning designation. Calculate the percentage of land area within each UGA that is constrained by critical areas by comparing number of acres constrained by critical areas to the total number of acres in each UGA. This calculation will result in a critical area constraint factor for each UGA.
4. Based on available zoning or comprehensive plan information, sort all parcels into ~~four~~ the following groups ~~as follows~~: (a) parcels zoned for single family home development (freestanding homes, townhomes, or other forms of individual lot development); (b) parcels zoned for multi-family or mixed-use residential development (apartments, condominiums, mobile home parks, and other forms of multi-unit per parcel development); (c) commercial and mixed-use commercial zones; and (d) industrial zones. For each of the following groups, describe how housing at each income level will be accommodated (i.e., moderate-, low-, very low-, and extremely low-income households). Each of these groups should then be analyzed separately as described below.

5.2 UGA Capacity - Single Family Zones

1. For each single-family zoning designation calculate the development potential of all vacant parcels (VP). The development potential of vacant parcels is determined by dividing the parcel area by the minimum lot size allowed in the zone, rounding down, and applying the Vacant Parcel (VP) adjustment factor. When Planning Policies or Development Regulations specify both a minimum and maximum density, both should be calculated to produce a range. Developments since the adoption of the most recent Development Regulations should be used to select the most likely density for expected development to achieve within this potential range.

2. For each single-family zoning designation calculate the development potential of all partially vacant parcels (~~PVP~~). For purposes of this analysis, a partially vacant parcel is a parcel that is at least two times as large as the minimum lot size allowed by the zone. Calculate the development potential of all partially vacant parcels (~~PVP~~) by dividing the parcel area by the minimum lot size allowed in the zone and rounding down and subtracting one in order to account for the existing dwelling unit. When ~~P~~planning ~~P~~olicies or ~~D~~evelopment ~~R~~egulations specify both a minimum and maximum density, both should be calculated to produce a range. Additionally, identify all the parcels that fall are 2 times the minimum lot size or greater; discount a portion of these based on the sliding scale provided in Section 2.5.
3. For each single-family zoning designation determine the total development potential (~~TDP~~) by adding the results of steps one and two together. Next, determine the amount of land needed for public purposes and deduct this percentage from the total development potential ~~TDP~~. Finally, apply the critical area constraint factor for the UGA and the ~~S~~seasonal/~~R~~ecreational (~~SR~~) adjustment factor to determine an appropriate amount of land to deduct from the development potential. This step allows the ~~T~~total ~~N~~et ~~C~~apacity (~~TNG~~) for each single-family zoning designation in the UGA to be determined (in dwelling units).
4. Add the resulting total net capacity ~~TNG~~ figures for each residential single-family zoning designation in the UGA together to determine the total development potential for all single-family zones in the UGA. The result of this step will be the total combined capacity of all single-family zones in the UGA (in number dwelling units).
5. In order to determine the number of people that can be accommodated in the UGA's, single-family zones the dwelling unit totals from steps three or four can be multiplied by the average household size, with the ~~V~~vacancy ~~R~~ate (~~VR~~) adjustment factor applied. The average household size should be determined using the most recent census data available.

5.3 UGA Capacity – Multi-Family and Mixed-Use Residential Zones*

*Also used for RAID Capacity – Multi-Family and Mixed-Use Zones

1. Identify all vacant parcels zoned for multi-family and mixed-use residential development. Determine the development potential of these parcels by multiplying the acreage of the parcels by the density permitted in the zone and applying the ~~V~~vacant ~~P~~arcel (~~VP~~) adjustment factor. For zones with both a minimum and a maximum density, calculate the development potential at both the minimum allowed density and the maximum permitted density. Developments since the adoption of the most recent ~~D~~evelopment ~~R~~egulations should be used to select the most likely density for expected development to achieve within this potential range.
2. For all areas designated for multi-family and mixed-use residential identify the parcels which can be redeveloped. In order to be re-developable, a parcel should

have an improvement to land value ratio of less than 1:2. Determine the development potential of these parcels by multiplying the acreage of the parcels by the density permitted in the zone. As a final step, deduct 50% in order to account for the redevelopment factor. For zones with both a minimum and a maximum density calculate the development potential at both the minimum allowed density and the maximum permitted density.

3. For each multi-family and mixed-use residential zoning designation determine the total development potential ~~(TDP)~~ by adding the results of steps one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally, apply the critical area constraint factor for the UGA and the ~~S~~seasonal/~~R~~recreational ~~(SR)~~ adjustment factor to determine an appropriate amount of land to deduct from the development potential. This step allows the ~~T~~total ~~N~~et ~~C~~apacity ~~(TNC)~~ for each multi-family and mixed-use residential zoning designation in the UGA to be determined (in dwelling units).
4. Add the resulting total net capacity ~~TNC~~ figures for each multi-family and mixed-use residential zoning designation in the UGA together to determine the total development potential for all multi-family and mixed-use residential zones in the UGA. The result of this step will be the total combined capacity of all multi-family and mixed-use residential zones in the UGA (in dwelling units).
5. In order to determine the number of people that can be accommodated in the UGA's multi-family and mixed-use residential zones, the dwelling unit totals from steps three or four can be multiplied by the average household size, with the ~~V~~vacancy ~~R~~ate ~~(VR)~~ adjustment factor applied. The average household size should be determined using the most recent census data available.

5.4 UGA Capacity – Commercial & Mixed-Use Commercial Zones

1. For each commercial or mixed-use commercial UGA zoning designation identify all vacant parcels ~~(VP)~~. Once all of the vacant parcels have been identified, calculate the total combined acreage of these parcels. The resulting number is the commercial and mixed-use commercial development potential of all vacant parcels (in acres) for each non-residential commercial and mixed use zoning designation.
2. For each commercial or mixed-use commercial UGA designation identify all re-developable parcels ~~(RP)~~. A parcel should be considered re-developable if the parcel data indicates that the improvement value to land value ratio is less than 1:2. Once all of the re-developable parcels have been identified, calculate the total combined acreage of these parcels. As a final step, deduct 50% in order to account for the redevelopment factor. The result is the development potential of all re-developable parcels (in acres) for each commercial or mixed-use commercial UGA zoning designation.
3. For each commercial or mixed-use commercial UGA zoning designation determine the total development potential ~~(TDP)~~ by adding the results of steps

one and two together. Next determine the amount of land needed for public purposes and deduct an appropriate amount of land. Finally apply the critical area constraint factor and deduct an appropriate amount of land. This step allows the total net capacity for each commercial or mixed-use commercial UGA zoning designation to be determined (in acres).

4. Add the resulting total net capacity ~~TNC~~ figures for each commercial or mixed-use commercial UGA zoning designation together to determine the total development potential for all commercial or mixed use UGA zones. This step will allow the total combined build-out capacity of commercial or mixed-use commercial UGA zones to be determined (in acres).
5. In order to determine the number of jobs which can be accommodated in commercial or mixed-use commercial UGA, the acreage totals from steps three or four can be multiplied by the average commercial employment density.

5.5 UGA Capacity – Industrial Zones

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

Countywide Planning Policies

Appendix B: Housing Allocation Methodology

Background

In 2021, House Bill 1220 amended the GMA and changed how housing is allocated during the comprehensive plan update process. The guidance shifted from encouraging affordable housing, to mandating that jurisdictions plan for and accommodate housing affordable to all income levels.

These changes prompted Island County's CPG to revisit how housing is allocated in the CPPs and develop a new process for allocating housing to jurisdictions that meets the requirements in RCW 36.70A.

Assumptions

The past housing methodology for Island County allocated growth to four sub areas and then further divided the growth in each of the subareas, largely according to past population growth trends.

In developing a new methodology, the following assumptions were utilized:

- Following the spirit of the GMA, growth should be prioritized in urban areas where jobs, infrastructure, and services exist to support diverse housing types.
- Each jurisdiction should accommodate an equitable allocation of new housing for each income level (i.e., moderate income, low income, very low income, extremely low income, permanent supportive housing, and emergency housing).
- Housing should no longer be divided by sub area first (i.e., north, central, and south Whidbey, and Camano) and instead shall be allocated directly by jurisdiction including Unincorporated Island County, Oak Harbor, Coupeville, and Langley.
- Unincorporated Island County's share of the population and housing allocations will subsequently be divided between the Freeland NMUGA, RAIDs, and other rural areas.
- No jurisdiction shall be unreasonably burdened by their housing allocation; therefore, no jurisdiction shall be assigned a housing allocation that increases their existing housing stock by more than 60 percent.
- Sewer extensions will be needed within all UGAs to support growth within a municipality. Similarly, septic or sewer improvements will be needed in many of the county's RAIDs and NMUGAs to support growth.

- Relevant data associated with NASWI should be considered in combination with data from the City of Oak Harbor, rather than unincorporated Island County, to accurately reflect patterns of residence, employment, and use of amenities.

Approach

The following steps were taken to arrive at percentage allocations for the jurisdictions:

- The OFM Medium population estimate was used as the basis for Island County's population growth and housing allocations.
- Census data on the quantity and location of jobs, specifically the Longitudinal Employer Household Dynamics (LEHD) dataset, was utilized to inform the baseline percentages for the countywide allocations.
 - LEHD 2019 data was used instead of the 2020 data due to impacts from the COVID-19 pandemic. More current data within this data set was not available as of November 2023.
- The following additional weights were created and applied to the baseline jobs percentages:
 - The LEHD 2019 Origin-Destination Employment Statistics (LODES) data was used in combination with data from the 2019 NASWI Military Personnel Housing Survey to determine the number of jobs in a jurisdiction. A flow ratio was then assigned to reflect the number of employed persons residing in the same jurisdiction.
 - Transportation accessibility was assessed using Washington State Department of Transportation (WSDOT) transit data paired with Island County parcel data. Transit routes were buffered 0.5 mile to generate a percentage of parcels that are reasonably serviced by transit. A buffer from routes instead of stops was used due to the offering of flag stops by Island Transit.
 - North America Industry Classification System (NAICS) employment data, specifically the LEHD 2019 Work Area Profile, "educational services" (NAICS 61), and "health care and social assistance" (NAICS 62) categories were selected and combined to represent social service locations in jurisdictions.
- The CPG agreed on the following weights to apply to the allocation methodology: 75% to Jobs, 10% to Transportation, 10% to Social Services, and 5% to Flow Ratio.
- A cap was applied to jurisdictions to avoid unreasonably burdening any jurisdiction with planning for extreme increases in housing and population during a single planning period (as referenced in the assumptions).
 - Coupeville's Cap: Using a recently completed Land Capacity Analysis (2022), the total housing allocation for Coupeville was reduced to reflect its location within Ebey's Landing National Historical Reserve as well as RCW 36.70.A.110(2), which states that "*In the case of urban growth areas*

contained totally within a national historical reserve, the city [town] may restrict densities, intensities, and forms of urban growth as determined to be necessary and appropriate to protect the physical, cultural, or historic integrity of the reserve.” The reserve presents unique constraints to new residential development for Coupeville, as it limits potential growth internally due the presence of historic resources, and externally, due to a mixture of critical areas and conservation easements. As a result, Coupeville is not well-positioned to accommodate significant growth beyond its recently completed Land Capacity Analysis and relies on a cap to maintain its unique built environment and surrounding natural resources.

- Langley’s Cap: The total growth allocated to Langley after the weighting was applied would have exceeded 60 percent of the 2020 existing housing; therefore, Langley’s allocation was capped to limit growth to 60 percent over the 20-year planning period.
- Final percentages for each jurisdiction were inputted into the Washington State Department of Commerce’s Housing for All Planning Tool (HAPT), utilizing Method A, to generate housing and affordability allocations for each jurisdiction. The CPG reviewed both methods (Method A and B) provided by Commerce and determined Method A was a better fit for our growth patterns and unique circumstances.

Included below are figures that represent the data and tools used to produce the allocations.

Figure 1 – Final Weights and Distributions

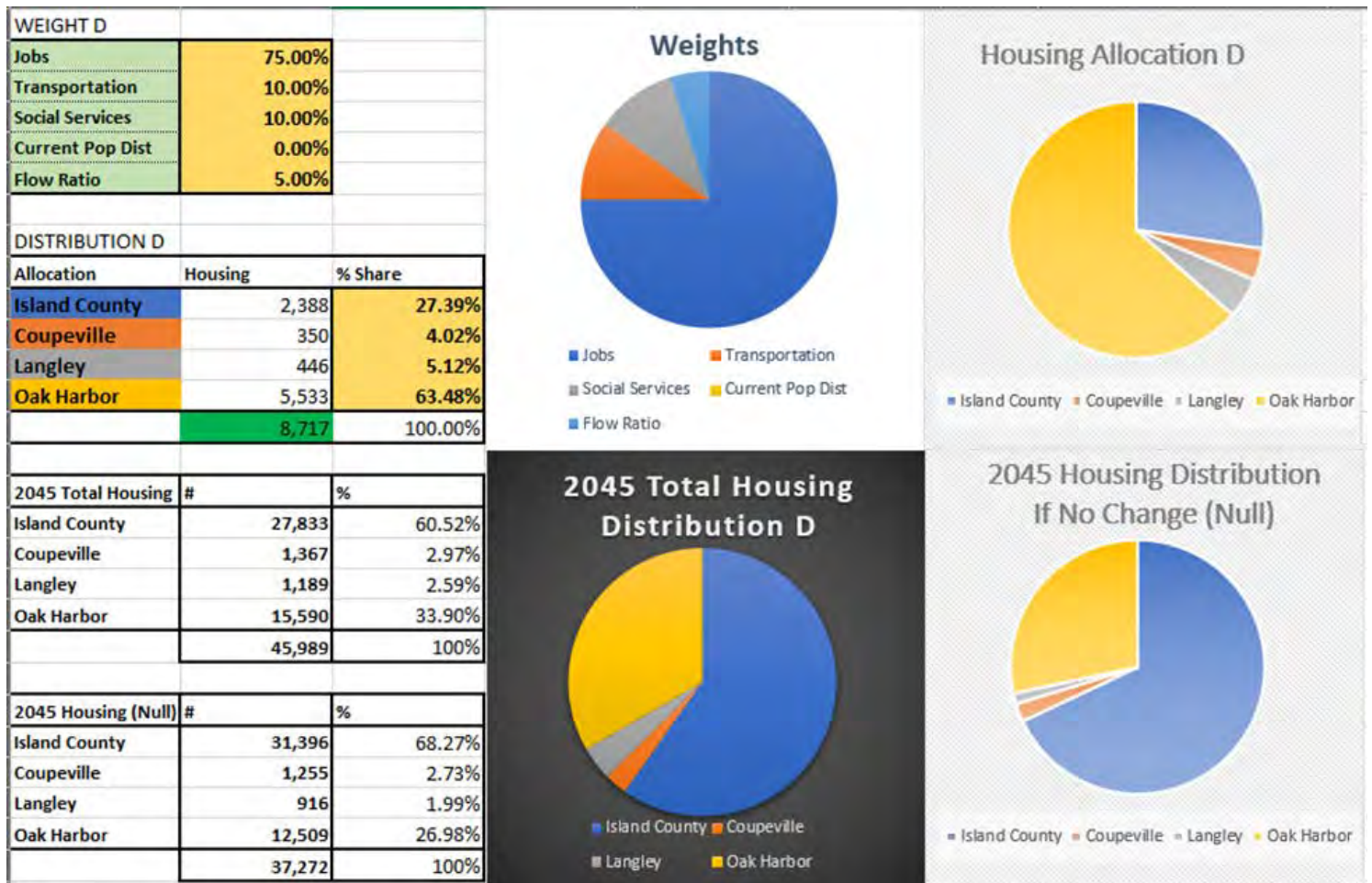


Figure 2 – Data Sets Used

Baseline job allocations	Share	Count		Transportation	Parcels Serviced	Total parcels	Share
Unincorporated Island County	24.28%	6,715		Unincorporated Island County	25,867	43,323	59.71%
- Freeland	4.77%	1,237		Coupeville	1,054	1,271	82.93%
- Clinton	0.88%	229		Oak Harbor	8,332	8,381	99.42%
Coupeville town	7.93%	2,057		Langley	876	913	95.95%
Langley city	2.27%	588					
Oak Harbor city	21.18%	5,497					
Oak Harbor + NAS Whidbey (estimated)	65.52%	16,597		Social Services	Jobs Count	Share	
- NAS Whidbey	42.76%	11,100		Unincorporated Island County	925	22.87%	
- NAS Whidbey military personnel	Added to Oak Harbor	9,000		Coupeville	1050	25.96%	
- NAS Whidbey civilian contractors	Added to Oak Harbor	2,100		Langley	81	2.00%	
Oak Harbor				Oak Harbor	1988	49.16%	
Total	100%	25,957					
Flow Ratios	Outflow%	Inflow%	Retained%	Employed	Residing	Emp/res	
Oak Harbor	36.62%	37.82%	63.38%	16,597	16,927	98.05%	
Langley	92.65%	94.90%	7.35%	588	408	144.12%	
Coupeville	91.23%	95.10%	8.77%	2,057	1,140	180.44%	
Uninc. Island County	84.07%	44.84%	15.93%	6,305	21,837	28.50%	
- Freeland	87.10%	90.70%	12.90%	1,237	894	138.37%	
- Clinton	96.40%	93.90%	3.60%	229	385	59.48%	
- Camano Island	92.50%	51.20%	7.50%	1,163	7,577	15.35%	
Inter-Island County Total	52.28%	26.78%	47.42%	25,547	40,312	63.37%	

Figure 3 – Work Area Profile

Work Area Profile Report - 2019		Island County		Oak Harbor		Langley		Coupeville		Unincorporated Island County
Total All Jobs		Count	Share	Count	Share	Cou	Share	Cou	Share	
Total All Jobs		14,857	100.0%	5,497	100.0%	588	100.0%	2,057	100.0%	6,715
Jobs by NAICS Industry Sector		Count	Share	Count	Share	Cou	Share	Cou	Share	
Agriculture, Forestry, Fishing and Hunting		171	1.2%	0	0.0%	0	0.0%	7	0.3%	164
Mining, Quarrying, and Oil and Gas Extraction		13	0.1%	0	0.0%	0	0.0%	0	0.0%	13
Utilities		57	0.4%	5	0.1%	0	0.0%	15	0.7%	37
Construction		1,197	8.1%	226	4.1%	3	0.5%	28	1.4%	940
Manufacturing		797	5.4%	149	2.7%	1	0.2%	8	0.4%	639
Wholesale Trade		192	1.3%	32	0.6%	5	0.9%	13	0.6%	142
Retail Trade		1,978	13.3%	884	16.1%	68	11.6%	70	3.4%	956
Transportation and Warehousing		448	3.0%	129	2.3%	0	0.0%	0	0.0%	319
Information		162	1.1%	17	0.3%	7	1.2%	3	0.1%	135
Finance and Insurance		320	2.2%	161	2.9%	16	2.7%	32	1.6%	111
Real Estate and Rental and Leasing		333	2.2%	177	3.2%	6	1.0%	23	1.1%	127
Professional, Scientific, and Technical Services		696	4.7%	180	3.3%	32	5.4%	38	1.8%	446
Management of Companies and Enterprises		75	0.5%	62	1.1%	0	0.0%	0	0.0%	13
Administration & Support, Waste Management and Remediation Services		498	3.4%	121	2.2%	6	1.0%	12	0.6%	359
Educational Services		1,772	11.9%	1,167	21.2%	22	3.7%	152	7.4%	431
Health Care and Social Assistance		2,272	15.3%	821	14.9%	59	10.0%	898	43.7%	494
Arts, Entertainment, and Recreation		432	2.9%	127	2.3%	28	4.8%	9	0.4%	268
Accommodation and Food Services		1,947	13.1%	893	16.2%	289	49.1%	172	8.4%	593
Other Services (excluding Public Administration)		650	4.4%	194	3.5%	24	4.1%	33	1.6%	399
Public Administration		847	5.7%	152	2.8%	22	3.7%	544	26.4%	129
Health Care and Social Assistance		Count	Percent Share							
Unincorporated Island County		494	21.74%							
Coupeville		898	39.52%							
Langley		59	2.60%							
Oak Harbor		821	36.14%							
			100.00%							
Educational Services		Count	Percent Share							
Unincorporated Island County		431	24.32%							
Coupeville		152	8.58%							
Langley		22	1.24%							
Oak Harbor		1,167	65.86%							
			100.00%							
Combined Healthcare + Educational Services		Count	Percent Share							
Unincorporated Island County		925	22.87%							
Coupeville		1,050	25.96%							
Langley		81	2.00%							
Oak Harbor		1,988	49.16%							
			100.00%							

Figure 4 – Flow Ratio Table

ESTIMATES WITH EXTRAPOLATED NASWI DATA

Inter-county flows	Outflow (%)	Outflow (#)	Retained (%)	Retained (#)	Inflow (%)	Inflow (#)
Oak Harbor	23.67%	4,988	61.15%	11,939	34.06%	2,330
Coupeville	1.77%	374	3.92%	766	5.17%	354
Langley	1.10%	232	0.90%	176	1.17%	80
Uninc. Island County	73.46%	15,480	34.02%	6,643	59.60%	4,077
- <i>Freeland</i>	2.22%	468	2.18%	426	4.85%	332
- <i>Clinton</i>	1.12%	236	0.76%	149	0.99%	68
- <i>Camano Island</i>	32.70%	6,892	3.51%	685	1.43%	98
Island County Total	100%	21,074	100%	19,524	100%	6,841

Intra-county flows	Outflow (%)	Outflow (#)	Retained (%)	Retained (#)	Inflow (%)	Inflow (#)
Oak Harbor	13.98%	1,211	77.10%	11,098	56.45%	3,947
Coupeville	7.69%	666	0.70%	100	22.93%	1,603
Langley	1.64%	142	0.21%	30	6.84%	478
Uninc. Island County	77.52%	6,715	22.00%	3,167	13.79%	964*
- <i>Freeland</i>	--	311	--	115	--	790
- <i>Clinton</i>	--	135	--	14	--	147
- <i>Camano Island</i>	--	118	--	567	--	498
Island County Total	100%	8,662	100%	14,395	100%	6,992

Flow Ratios	Outflow%	Inflow%	Retained%	Employed	Residing	Emp/res
Oak Harbor	36.62%	37.82%	63.38%	16,597	16,927	98.05%
Langley	92.65%	94.9%	7.35%	588	408	144.12%
Coupeville	91.23%	95.1%	8.77%	2,057	1,140	180.44%
Uninc. Island County	84.07%	44.84%	15.93%	6,305	21,837	28.50%
- <i>Freeland</i>	87.1%	90.7%	12.9%	1,237	894	138.37%
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- <i>Camano Island</i>	92.5%	51.2%	7.5%	1,163	7,577	15.35%
Inter-Island County Total	52.28%	26.78%	47.42%	25,547	40,312	63.37%

Extrapolated figures:

Residing on base: 1,458

Residing in Oak Harbor: 7,497

Residing in Coupeville: 472

Residing in Langley: 10

Residing outside of Island County: 2,071

[Figure 5 – Transportation Map](#)

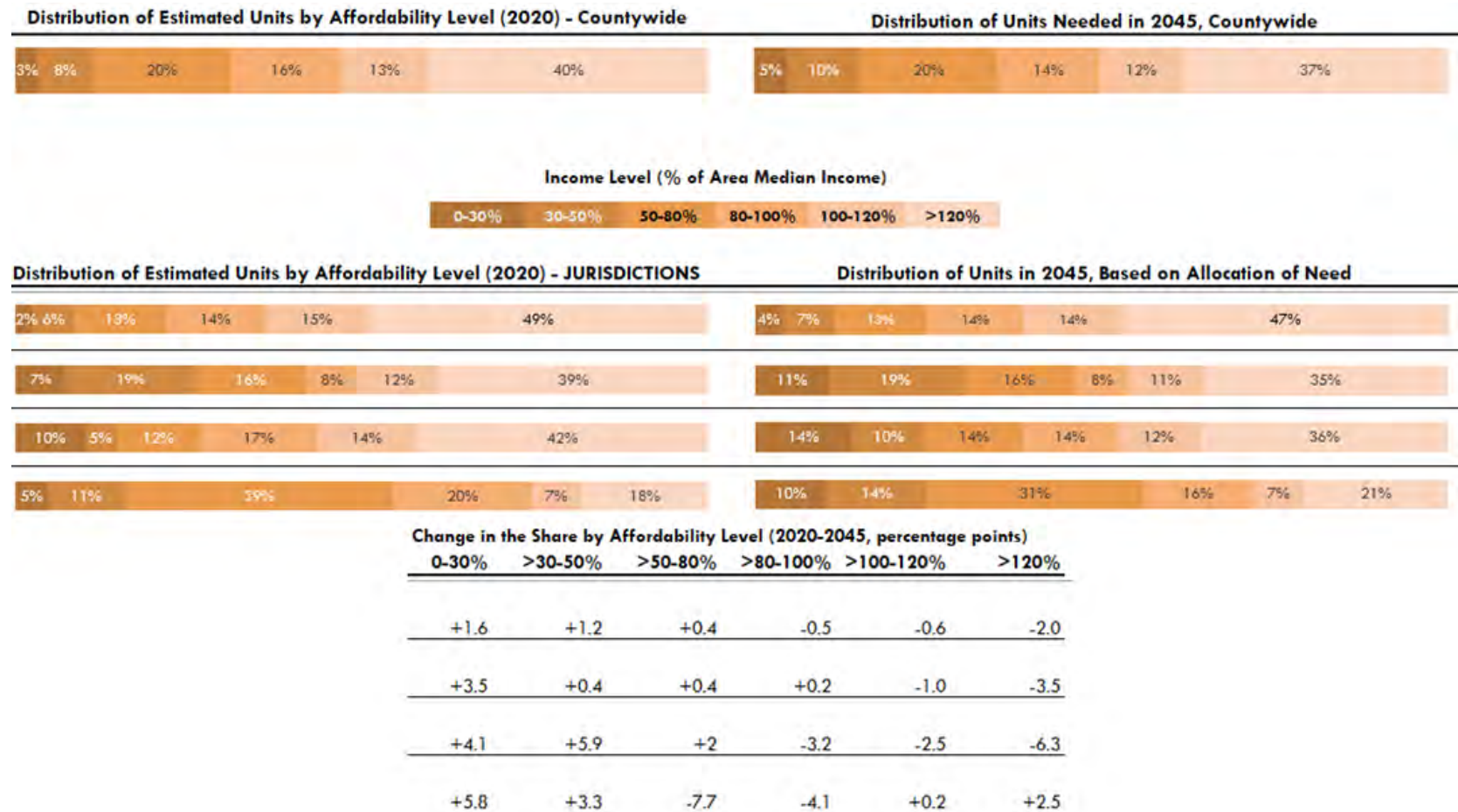
Island County Transit Service 1/2 mile from Route



Figure 6 – HAPT Allocations

Island County	Projection Year: 2045 Population Target = 102,639		Permanent Housing Needs by Income Level (% of Area Median Income)							Emergency Housing Needs (Temporary)	
		Total	0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%		
			Non-PSH	PSH							
User Input - % Share of County Population Growth. Values must sum to 100%	Countywide Estimated Housing Supply (2020)		37,272	1,210	18	2,915	7,479	5,878	4,734	15,038	116
	Countywide Additional Units Needed (2020-2045)		8,717	986	838	1,775	1,512	717	683	2,206	265
	Sum of Allocation to Jurisdictions (from User Inputs)		8,717	986	838	1,775	1,512	717	683	2,206	266
			100.00%	<-- Sum of user inputs for jurisdiction shares of county future net housing need. If below 100%, increase shares. If above 100%, decrease shares.							
			Met Target								
				Permanent Housing Needs by Income Level (% of Area Median Income)							Emergency Housing Needs (Temporary)
				0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%	
			Total	Non-PSH	PSH *						
		* The location of 10 existing permanent supportive housing units within Island County is unknown. Therefore, they are not included in the jurisdiction table below.									
27.39 %	Unincorporated Island County	Estimated Housing Supply (2020)	25,445	598	8	1,580	3,311	3,676	3,788	12,484	28
		Allocation Method A (2020-2045)	2,388	270	230	486	414	196	187	604	73
4.02 %	Coupeville town	Estimated Housing Supply (2020)	1,017	73	0	191	162	77	118	396	0
		Allocation Method A (2020-2045)	350	40	34	71	61	29	27	89	11
5.12 %	Langley city	Estimated Housing Supply (2020)	743	74	0	34	90	125	107	313	21
		Allocation Method A (2020-2045)	446	50	43	91	77	37	35	113	14
63.47 %	Oak Harbor city	Estimated Housing Supply (2020)	10,057	465	0	1,110	3,916	2,000	721	1,845	67
		Allocation Method A (2020-2045)	5,533	626	532	1,127	960	455	434	1,400	168

Figure 7 – HAPT Income Distributions





ISLAND COUNTY PUBLIC HEALTH

WORK SESSION AGENDA

MEETING DATE: 12/20/2023

To: Janet St. Clair, Chair
Board of Island County Commissioners

From: Shawn Morris, Director

Amount of time requested for agenda discussion. 45 minutes

DIVISION: Dept of Natural Resources

Agenda Item No.: 1

Subject: Sea Level Rise White Paper

Description: An overview of the Marine Resources Committee and a request for input on the draft of the Sea Level Rise White Paper. Presented by Kelly Zupich, Natural Resources Specialist, Jen Schmitz, Natural Resources Manager, and members of the Marine Resources Committee.

Attachment: MRC Presentation and Sea Level Rise White Paper draft

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

(Continued on next page)

DIVISION: Dept of Natural Resources

Agenda Item No.: 2

Subject: CAB Recommendation on Conservation Futures Fund

Description: Review the attached memo outlining a recent Citizen's Advisory Board (CAB) recommendation to pause Conservation Futures Fund (CFF) applications for the 2024 cycle. Discuss funding availability and 2024 CFF goals and priorities. Presented by Shawn Morris, Public Health Director, and Jen Schmitz, Natural Resources Manager

Attachment: Memorandum

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: Choose an item.

Budget Review: Choose an item.

P.A. Review: Choose an item.

<p style="text-align: center;">Emerging Hazards, Challenges and Opportunities Facing Island County related to Climate Change – a White Paper Submitted by the Island County Marine Resources Committee (MRC)</p> <p style="text-align: center;">- Executive Summary - <i>December 20th BOCC Work Session</i></p>	
Summary	<p>The purpose of the MRC is to investigate, research and identify local marine resources, and marine resource and habitat issues; recommend remedial actions to Island County agencies & authorities; carry out such recommendations where so approved; and build local awareness of the issues and broad-based community support for the remedies.</p> <p>Following extreme tides over the Winter of 2022-2023 that inundated shoreline structures across Island County (IC), each of the County Commissioners raised concerns about emerging hazards related to Climate Change (CC) and Sea Level Rise (SLR). This white paper has been developed by MRC members and technical experts in response to the Commissioners and suggests the need for ongoing dialogue as IC joins other coastal communities worldwide in seeking to address changes in climate and sea level. This paper provides an overview of existing and emerging conditions, issues of importance to health, safety and resilience, and response opportunities. References are provided at the end of the paper.</p>
Policy and Regulatory Context	<p>This white paper focuses on several recommendations specific to IC, which include policy and regulatory impacts:</p> <ol style="list-style-type: none"> 1. Emerging climate trends and the need to focus on extreme events; 2. Myriad legal and illegal shoreline uses that challenge governmental services and interventions; 3. Policy opportunities to address CC and SLR in combination with priorities for health, equity, and habitat; 4. Strategies to attract and maintain public engagement; and 5. Next steps for the Commissioners' consideration.
	<p><u>Equity and Climate Lenses</u></p> <p>Of the five recommendation elements listed above, each includes several sub elements and associated recommendations for implementation with regard to equity and climate resilience, as well as health, infrastructure, and other aspects.</p>
Fiscal Impact	<p>The anticipated fiscal impact of this white paper will be dependent on the actions the BOCC chooses to take in response to the recommendations provided, such as dedicating resources for implementation.</p>
Recommendation	<p>The intention of this white paper is to provide Island County Commissioners with recommendations based in technical expertise, and to provide Island County staff with a tool to inform the ongoing Comprehensive Plan work. These tools may ultimately be integrated into the way the County plans for sea level rise and other climate change implications in the future.</p>



Emerging Hazards, Challenges and Opportunities Facing Island County related to Climate Change
Submitted by the Island County Marine Resources Committee (MRC)
REVISION 11/21/2023

Introduction

Following extreme tides over the Winter of 2022-2023 that inundated shoreline structures across Island County (IC), each of the County Commissioners raised concerns about emerging hazards related to Climate Change (CC) and Sea Level Rise (SLR). This paper has been developed by MRC members and technical experts in response to the Commissioners and suggests the need for ongoing dialogue as IC joins other coastal communities worldwide in seeking to address changes in climate and sea level. This paper provides an overview of existing and emerging conditions, issues of importance to health, safety and resilience, and response opportunities. References are provided at the end of the paper.

While CC is a global issue, this white paper focuses on ramifications specific to IC:

1. Emerging climate trends and the need to focus on extreme events;
2. Myriad legal and illegal shoreline uses that challenge governmental services and interventions;
3. Policy opportunities to address CC and SLR in combination with priorities for health, equity, and habitat;
4. Strategies to attract and maintain public engagement; and
5. Next steps for the Commissioners' consideration.

Conditions – Existing and Emerging Trends

1) Trends in Climate, Sea Level Conditions and the unique need to focus on Extreme Events

Global and local patterns of new extremes in heat, precipitation, storm intensity, height of storm surges and tidal events are defying historic patterns. While many reports focus on the average of these trends, extreme events are the most hazardous and destructive to human and ecological life. These extremes are occurring more frequently – very often setting new records.

- **Health and Climate Policy Recommendation:** Basing regulations on past averages of rainfall, temperature, and sea level ignores the increasingly frequent extremes in these parameters. Predictive models should be essential tools in the development of planning policy and regulations (e.g., Comprehensive Plan (CP), Shoreline Master Plan (SMP) and Hazard Mitigation Plan (HMP)) to ensure homes, businesses, and infrastructure (e.g., public works projects) are located and constructed in areas that will remain viable for the expected asset lifetime and not release pollutants during extreme events.

Three pressing trends are impacting Island County

1a) A Trend toward hotter and dryer summers with associated extremes:

The Pacific Northwest has experienced less rain and higher temperatures overall. Human, marine, animal, and plant life suffer in these conditions and there is an increased probability of fire.

- **Groundwater recharge:** IC depends upon wells for drinking water for Camano, South Whidbey and much of North Whidbey. Rainfall filters through the soil to replenish underground reservoirs, called aquifers from which drinking water is drawn. If more water is drawn from the aquifer than can be recharged, the aquifer risks depletion. As development takes place in IC, impervious surface area increases in opposition to an increased demand for drinking water, irrigation, and other uses. This balance of recharge/use is challenged further by the trend toward hotter temperatures resulting in dryer conditions in the summer and fall seasons which then increase water demand for lawns and gardens or fire suppression. While the average rainfall over the course of a year may not vary, if rainfall is not received in a gradual manner, but instead in a series of deluges, the rain does not permeate to the aquifer and runs off instead. These generalized concepts must be interpreted for specific locations over specific aquifers within IC and take into consideration the extent of impervious surface as well as the projected demand. SLR will also increase the risk of saltwater intrusion into wells in shoreline areas without access to the deeper aquifer. IC has an information gap regarding how changing conditions impact the capacity and reliability of IC's aquifers. Understanding WA Dept of Ecology (DOE) and IC policies is the first step to closing this gap by performing a water balance which is aquifer specific.

- **Health and Climate Policy Recommendation:** Work with state, local, and federal agencies such as NOAA and USGS, WA Ecology, and County staff to explore all data sources to estimate water flowing into and out of specific aquifers to inform decisions about State level and County specific policies that should be updated to ensure adequate groundwater supply.
- **Direct Marine Life impacts:** Extreme heat waves affect shellfish and other intertidal life directly, causing massive die-offs which then cause a nutrient load on Puget Sound. Summer heat waves can coincide with low tides during daylight hours, exposing marine life to direct heating without the buffering capacity of cooler waters. Recreational shellfish harvesting can be affected, but so can the ecological systems that operate in the waters around IC. Continuous water temperature monitoring is important to capture extreme heat events.
 - **Policy Recommendation:** Support data collection to monitor effects on marine resources such as shellfish, forage fish, kelp, eel grass, and salmon.

1b) A trend toward higher storm surges and extreme high tides

This trend places at risk properties, septic drain fields, roads, utility lines and water systems from marine flooding. Utility maintenance, repair, and replacement costs due to saltwater corrosion will continue to increase and intensify. Exposure of septic drain fields in the intertidal zone presents an especially significant public health risk. Remedying this situation county-wide presents a valuable public health opportunity. The appropriate allocation of funding between public sources vs private homeowners is an important issue, particularly as the public health risk involves not just the homeowner but others who might be impacted by water borne diseases.

- **Policy recommendation specific to septic:** WA DOH has proposed a rule revision¹ to require Health Licensing Offices in Puget Sound counties to identify areas where SLR may impact horizontal setbacks to septs resulting in an increased risk to public health. IC should be ready to implement this requirement as soon as finalized.
- **Policy recommendation:** Ensure that shoreline homeowners have access to adequate information about the trends that will affect their property and options for adaptation or mitigation. Shore Friendly can provide education and match experts with property owners to assist them. Incentivize community wide solutions which provide economies of scale.
- **Recommendation for interdepartmental coordination:** Ensure that emergency plans are developed with projections for extreme weather events.

1c) An anticipated trend toward wetter winters with more intense rainfall extremes

Patterns of extremes for rainfall are variable and complex. Storms which have more intense patterns of rain and wind challenge long-held assumptions regarding bluff stability, change erosion patterns, raise the potential for flooding risks from inland sources and expand areas that are “flood prone”, emphasizing the importance of stormwater management.

- **Health and Climate Recommendation:** Using Low Impact Development (LID) techniques such as pervious pavement, swales, bioretention areas, green roofs, and curb and gutter elimination can help to direct stormwater runoff to areas not contributing to bluff collapse, while allowing important aquifer recharge. Ensure that all LID projects include an understanding of the need for long-term maintenance and periodic monitoring to ensure that the benefits accrue in perpetuity.

2) Myriad legal and illegal uses complicate governmental services and interventions

2a) Mixed Built Environment

Structures, setbacks, drainage, septic, and placement of utilities in flood prone and erosion impacted areas throughout IC reflect the evolution of uses of the island, regulatory codes, building technologies, understanding of shoreline processes and ecology, and public cooperation over the past 150 years.

- **Policy recommendation:** To prevent misunderstanding, clearly delineate the legal responsibilities of private owners from the responsibilities of government in addressing the consequences of increased flooding and erosion.

2b) Mixture of public and private infrastructure in flood prone areas

¹ <https://doh.wa.gov/sites/default/files/2023-09/RuleRevision-OSS-KeyChanges.pdf?uid=6508f8312762b>

Easements in flood prone areas used by the County or other providers for utilities, drainage and other services are often interwoven with private infrastructure creating a maze of legal and physical challenges to improving existing systems and to complying with legal mandates for “fish friendly” accommodations to meet treaty obligations.

- **Health, equity, and climate recommendation:** Track emerging flood prone areas to identify overlaps between expanding flood-prone areas with wetlands of importance for salmon recovery and sites important for treaty compliance suggesting some economies of scale for protective measures.

2c) Septic Drain fields in flood-prone areas

Septic drain fields in flood prone areas present threats to human and ecosystem welfare. Technological advances in small, independent individual or community septic systems may present new options to address this hazard but cost to decommission and remove a drain field and install a new system is significant.

- **Health and Equity Recommendation:** Every effort should be made to incentivize and defray costs to remove existing drain fields (whether functioning or failed) in the SMP domain and waterward. Develop additional requirements for new and retrofit septic systems within projected flood areas. Requiring watertight septic tank lids could reduce exposure to the community and first responders during response to flood events.

2d) Unpermitted existing structures

Despite IC’s best efforts at educating people about the proper permits and building requirements, there are inevitably structures that are either built prior to regulation development or despite existing regulations. These non-conforming structures are at greater risk of climate related impacts.

- **Policy Recommendation for Health, Equity and Climate:** Ensure that unpermitted existing structures are not the recipient of any governmental grants or loans to enhance or rebuild.

2e) Rushed “panic” shoreline building

After a flooding or storm surge event, there is often a rush to armor shorelines or place temporary or semi-permanent barriers to divert water from inhabited dwellings without considering alternatives.

- **Recommendation:** Planning is the key to preventing future problems and ensuring that costs are justified by the longevity of the structure in the face of CC and SLR. Resist pressure to make rushed decisions in favor of long-lasting decisions beyond what may be temporarily required to alleviate emergency situations. Nature based solutions are often better at reducing SLR and storm surge impacts, are frequently more economically viable, are often easier to maintain and adapt to changing conditions and may be incentivized through Shore Friendly type initiatives. Hard armoring destroys habitat, increases erosion, reduces biodiversity, and creates habitat for invasive species.

3) Policy Opportunities to Address CC, SLR in combination with Priorities for Health, Equity and Climate

The County’s vision, policies and regulations related to shoreline, bluff, wetland, and adjacent properties are spelled out in two bodies of regulatory code: the Comprehensive Plan (CP) and the Shoreline Management Plan (SMP); and one emergency plan: the Hazard Mitigation Plan (HMP). All are routinely updated, ideally should be coordinated with each other and present opportunities for policy and emergency planning to anticipate considerations for CC and SLR.

- **Policy Recommendation for Health, Equity and Climate:** To facilitate coordination of updates and revisions, create a regulatory **CROSSWALK** between the CP and SMP, and with the HMP using predictive models that account for the increased prevalence of extreme events.

3a) IC Comprehensive Plan (CP)

The CP addresses the vision and priorities for IC’s future development within which the SMP must fit. The CP forecasts for a 20-year period and is required to be updated every 10 years. IC is working on the 2025 Periodic update which can incorporate CC and SLR considerations and include updated predictions for extreme events.

- **Policy Resource:** Use “Sound Choices” checklist as a starting point for aligning the CP, SMP, and HMP with Puget Sound recovery strategies. [Checklist Here](#)

3b) IC Shoreline Management Program (SMP)

The SMP and its specifics must fit within the vision and priorities articulated by the CP. It is the county’s regulatory code for the entire shoreline and all locations 200 feet landward from the mean high tide (MHD). The SMP is scheduled for update every 8 years and is subject to review by the WA Dept of Ecology.

The effective IC SMP was approved in 2016. A 2020 update is awaiting County acceptance of a revised version received December 17, 2021, from the Dept of Ecology. The next update cycle will begin in 2026 for the 2028 update or 8 years following approval of the 2020 version. Should the County wish to modify portions of the SMP prior to the scheduled next update, there is an option to open the entire existing code for revision but not to revise only specific sections.

- **Policy Recommendation:** SLR will present opportunities to use the requirement for “no net loss of shoreline ecological functions” to strengthen provisions to protect critical areas of habitat and to provide mitigation measures to address unanticipated impacts to the shoreline.
- **Equity Recommendation:** Anticipating changes to the shoreline from SLR, explore opportunities to increase public access especially for those who do not own shoreline property.

3c) IC Multi-Jurisdiction Hazard Mitigation Plan (HMP) also addresses this suite of issues.

The HMP was last updated and approved on September 3, 2020. The HMP is updated on a 5-year cycle with the next update commencing at the beginning of 2024. It is reviewed and approved by the Washington State Emergency Management Division and the Federal Emergency Management Agency. As part of the most recent update, CC was addressed within the hazard profiles of each identified hazard to assist the county in considering CC issues when identifying future mitigation actions for the planning area.

4) Strategies to attract and maintain public engagement

Increase opportunities for engaging individuals and communities in discussions about shared goals, new information, issues and concerns, options, solutions, and incentives for dealing with the new realities of ongoing CC and SLR. Discussion should include emergency planning for extreme events.

4a) Prioritizing targeted discussions with shoreline property owners is essential since they will be the first to be impacted by extreme tidal events and higher storm surges. The Shore Friendly program can be extremely useful in that regard. However, everyone in IC will be impacted by hotter and drier summers and wetter winters with increased rainfall intensity and should be part of the overall outreach plan. Shared aquifers and intertwined infrastructure require discussion by the entire community to identify consensus solutions.

4b) Building a vision in dialogue with the public includes developing a rationale for roles and responsibilities of government versus personal responsibility. Stakeholder participation helps to ensure that all are treated equitably and that costs are distributed fairly. Ensuring that stakeholders are involved consistently, across IC departments, without redundancy will be challenging.

4c) Use an Adaptive Management Approach with the understanding that CC and SLR are areas of active research. Take common sense steps toward desired outcomes, while reserving opportunities to employ adaptive management techniques as dynamic conditions warrant. Providing many opportunities for public engagement can demonstrate progress while maintaining openness to new ideas, updated climate science, and solutions.

4d) Strategic use of enforcement Compliance assistance can be useful to ensure that regulations are understood. However, carefully applied enforcement can be used to highlight the intent of policies and to discourage flagrant disregard of policies.

5) Next Steps for Commissioners’ Consideration

5a) Create a regulatory CROSSWALK between the CP and SMP. The HMP does incorporate coastal erosion and CC data, and the crosswalk should include where these are referenced in the HMP for consistency and clarity.

5b) Close Information Gaps

- Inventory septic drain fields in intertidal zone
- Gather available data on the water balance (use versus replenishment) within aquifers to ensure adequate aquifer capacity for projected water usage

5c) Open public dialogue on issues of CC and SLR

5d) Assemble resources to assist in planning for better stormwater management

Abbreviated Resource List:

(Note: the MRC has begun to assemble a list of readily available information sources to help IC understand CC and SLR trends. This list is not exhaustive but should be viewed as a starting point for an on-going assembly of materials.)

Emerging Trends and Extreme Events

- <https://www.nationalacademies.org/news/2021/10/climate-change-and-a-new-normal-of-extremes>
- <https://www.ncei.noaa.gov/access/billions/climatology/NWCR>

Hotter and Drier Summers

- <https://wsg.washington.edu/impacts-from-the-summer-2021-heatwave-on-washington-shellfish/>
- <https://cig.uw.edu/projects/in-the-hot-seat-saving-lives-from-extreme-heat-in-washington-state/>
- <https://www.timescolonist.com/local-news/gulf-islands-water-woes-a-warning-sign-for-the-rest-of-drought-prone-bc-7491954>

Wetter Winters and More Intense Rainfall

- <https://cig.uw.edu/projects/annual-assessment-of-water-year-impacts-in-the-pacific-northwest/>

Higher Storm Surges and Extreme High Tides

- <https://cig.uw.edu/projects/washington-coastal-resilience-project/>
- https://cig.uw.edu/wp-content/uploads/sites/2/2019/10/ExtremeWL_Final_15Oct19_midres.pdf
- <https://www.king5.com/article/tech/science/environment/higher-king-tides-sea-levels-rising-climate-change/281-8b7fc495-e3af-4010-af8a-8e449c308a4e>
- <https://oceanservice.noaa.gov/hazards/sealevelrise/sealevelrise-tech-report.html>
- <https://tidesandcurrents.noaa.gov/sltrends/sltrends.html>
- <https://coastnerd.blogspot.com/2023/01/anatomy-of-coastal-storm-december-27th.html>

Strategies to Engage the Public

- <https://nap.nationalacademies.org/catalog/12434/public-participation-in-environmental-assessment-anddecision-making>
- <https://www.epa.gov/international-cooperation/public-participation-guide-selecting-right-level-public-participation>
- <https://toolkit.climate.gov/>

“Sound Choices Checklist” for CP update

- <https://pspwa.app.box.com/v/SoundChoicesChecklist2023>

Climate change impact to invasive species/ threatened or endangered species

- <https://cig.uw.edu/wp-content/uploads/sites/2/2020/12/snoveretalsok2013sec8.pdf>
- <https://wdfw.wa.gov/species-habitats/habitat-recovery/climate-change>
- http://depts.washington.edu/paigle/workshops/vegetation/0940_Peterson_Kerns_Invasive_Plants_7Nov11.pdf
- <https://www.invasivespeciesinfo.gov/subject/climate-change>

Materials management and waste contribution to CC and local government responses

- <https://www.epa.gov/smm/example-local-government-climate-action-plans-address-materials-management-and-waste>

Shore Friendly Program

- <https://www.islandcountywa.gov/365/Shore-Friendly-Program>

Shore Stewards

- <https://extension.wsu.edu/island/nrs/shore-stewards/>



Island County Marine Resources Committee: Working Locally to Protect Marine Resources



Presented by: Barbara Bennett
Patrick Havel

www.islandcountymrc.org

Purpose

The Committee's purpose is to investigate, research and identify local marine resource and habitat issues; recommend remedial actions to Island County agencies & authorities; carry out such recommendations where so approved; and build local awareness of the issues and broad-based community support for the remedies.





Role of MRC

- Advisory
- Monitoring
- Restoration
- Outreach

MRC 2023 Accomplishments



Removed 5
Derelict vessels



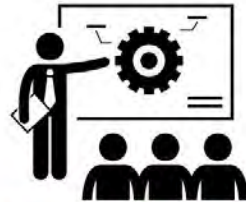
Collected 75 Forage
fish egg samples at 7
locations



Watered and weeded
Cornet Bay and
Hoypus Point
Restoration sites



Surveyed 5 Bull kelp
beds throughout the
growing season



Hosted 1 Shoreline
Homeowner
Workshop



Authored a White
paper on Climate
resiliency



Helped to review the
Port Susan Marine
Stewardship
Area Plan



Finalized a 3 year
Strategic plan



Taught students and
families at booths,
classrooms,
and events

Emerging Hazards, Challenges, and Opportunities related to Climate Change

Ramifications for Island County

- Local patterns of new **extremes** in heat, precipitation, storm intensity, height of storm surges

Recommendations

- Base regulations and policies on planning for extreme events
- Use Predictive models as planning tools, so that homes, businesses, and infrastructure are located and constructed in areas that will remain viable for the expected asset lifetime.



Elsa Schwartz

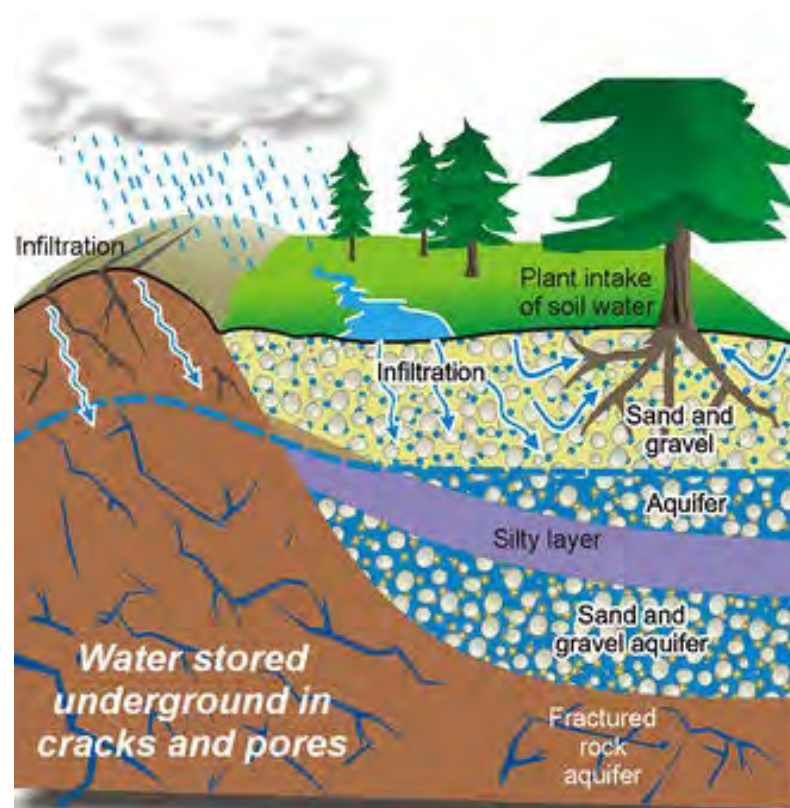
Trend toward hotter and dryer summers with associated extremes

Ramifications for Island County

- Dependence on wells for drinking water on Camano, South Whidbey, and parts of North Whidbey
- Intense storms create runoff, and do not recharge the aquifer
- Increased risk of salt water intrusion in wells with sea level rise

Recommendations

- Have IC staff work with federal, state, and local agencies to explore all data sources to estimate water flowing into and out of specific aquifers to inform decisions about policies that should be updated to ensure adequate groundwater supply for predicted population



Natural Resources Canada

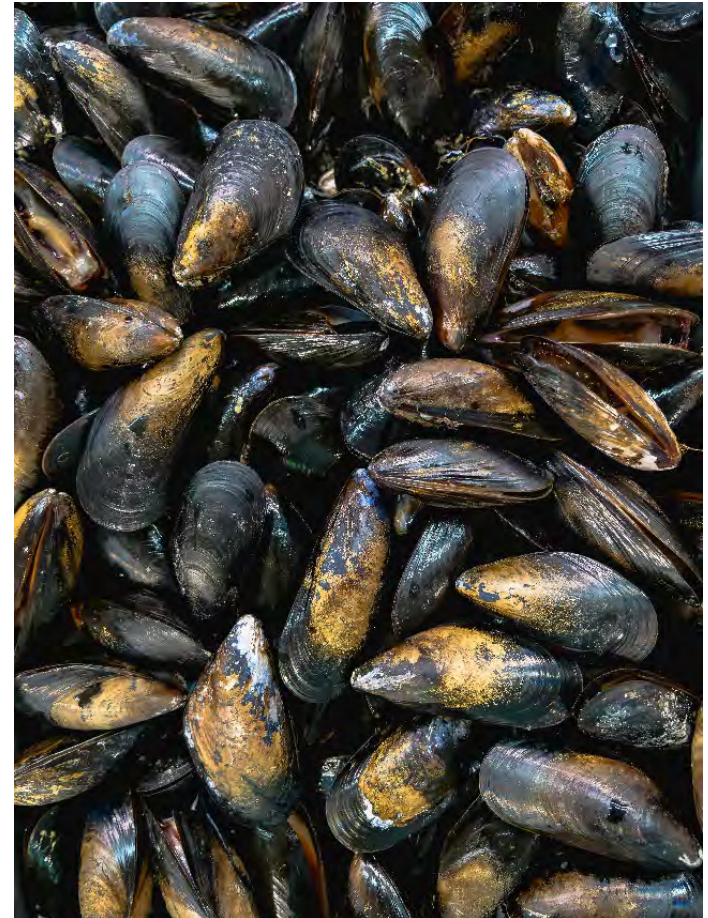
Hotter and dryer summers affect marine life

Ramifications for Island County

- Extreme heat waves coincide with low tides during daylight hours, exposing marine life to direct heating without the buffering capacity of cooler waters

Recommendations

- Support data collection to monitor effects on marine resources such as shellfish, forage fish, kelp, eel grass and salmon





Marilyn Sherman Clay

Trend toward higher storm surges and extreme high tides

Ramifications for Island County

- Property, septic drain fields, roads, utility lines and water systems are at risk from marine flooding
- Exposure of septic drainfields in the intertidal zone is a public health risk that involves not just the homeowner, but others who may be impacted by water borne disease

Recommendations

- Identify areas where SLR may impact horizontal setbacks to septics
- Ensure that shoreline homeowners have access to adequate information about options for adaptation or mitigation for homes, including septic systems and other supporting infrastructure
- Ensure all understand the appropriate allocation of resources between public sources vs private homeowners for mitigation of public health risks of exposed septics
- Ensure that emergency plans anticipate septic system releases

Mixed Built Environment

Ramifications for Island County

- Land use in IC has evolved during the last 150 years, with changing regulatory codes, building technologies, and understanding of shoreline processes and ecology
- This has resulted in structures, setbacks, drainage, septic, and placement of utilities in flood prone and erosion impacted areas

Recommendations

- Clearly delineate the legal responsibilities of private owners from the responsibilities of government in addressing the consequences of increased flooding and erosion
- Look for synergistic opportunities for “fish friendly” accommodations including federal and state grants/loans



Hugh Shipman



Unpermitted existing structures

Ramifications for Island County

- Despite best efforts, some structures exist that are at greater risk of climate related impacts

Recommendations

- Ensure that unpermitted existing structures are not the recipient of any governmental grants or loans to enhance or rebuild

Rushed shoreline building

Ramifications for Island County

- Every extreme event will drive a rush to armor shorelines or place barriers to divert water without considering alternatives
- Bulkheads do not help against tidal flooding

Recommendations

- Planning is the key to preventing future problems and ensuring that costs are justified by the longevity of the structure in the face of climate change and sea level rise.
- Resist pressure to make rushed decisions



Policy Opportunities

Ramifications for Island County

- The Comprehensive Plan and Shoreline Management Plan are the regulatory codes which set forth the County's policies related to shoreline, bluff, wetland, and adjacent properties

Recommendations

- Use predictive models that account for the increased prevalence of extreme events in modifying the CP and SMP.
- Create a regulatory crosswalk to ensure that the CP and SMP are aligned
- Use the requirement for “no net loss of shoreline ecological functions” to strengthen provisions to protect habitat and mitigate impacts of SLR
- Explore opportunities to increase public access
- Ensure the Hazard Mitigation Plan is also aligned

ORD No. C-107-15; PLG-007-15
SMP Update Page 93

Island County Shoreline Master Program

CHAPTER 17.05A Shoreline Master Program Regulations and Procedures

Sections

17.05A.010	TITLE
17.05A.020	SHORT TITLE
17.05A.030	PURPOSE
17.05A.035	CAVEAT DISCLAIMER
17.05A.040	SHORELINE MASTER PROGRAM
17.05A.050	APPLICABILITY
17.05A.060	SHORELINE ENVIRONMENT DESIGNATIONS AND MAPS
17.05A.070	DEFINITIONS
17.05A.080	SHORELINE USE CLASSIFICATION
17.05A.090	SHORELINE USE AND DEVELOPMENT REGULATIONS/CRITICAL AREAS
17.05A.100	SHORELINE SPECIFIC USE REGULATIONS
17.05A.110	SHORELINE MODIFICATION REGULATIONS
17.05A.120	SHORELINES OF STATEWIDE SIGNIFICANCE
17.05A.130	SHORELINE MASTER PROGRAM PROCEDURES
	A. SHORELINE PERMIT APPLICATIONS
	B. SHORELINE PERMIT APPLICATION REQUIREMENTS
	C. PERMIT REVIEW PROCESS AND APPROVING AUTHORITY
	D. SHORELINE MASTER PROGRAM REVIEW AND AMENDMENTS
	E. SHORELINE SUBSTANTIAL DEVELOPMENT PERMITS AND EXEMPTIONS
	F. SHORELINE CONDITIONAL USE PERMIT
	G. SHORELINE VARIANCE
	H. NOTICE OF APPROVAL OR DENIAL
	I. WHEN SUBSTANTIAL DEVELOPMENT MAY COMMENCE
	J. APPEALS TO SHORELINES HEARINGS BOARD
	K. FEES
17.05A.140	NONCONFORMING DEVELOPMENT
17.05A.150	PENALTIES AND ENFORCEMENT
17.05A.160	SEVERABILITY
17.05A.170	CONFLICT OF PROVISIONS
17.05A.180	EFFECTIVE DATE
	APPENDIX: ISLAND COUNTY SHORELINE ENVIRONMENT DESIGNATIONS MAP

Advice to Commissioners

- Begin now to plan for extreme events – in the CP revision currently underway and in the next draft of the SMP
- Direct IC staff to gather data (i.e. water use vs. replenishment in aquifers, septs in intertidal zone, identify unpermitted structures, etc.)
- Assist IC staff to assemble tools for better planning including keeping abreast of new climate change documents and planning resources – work with partners
- Open public dialogue on CC and SLR, including roles and responsibilities in planning for impacts

Thank you,
Commissioners!

And thanks to the following who reviewed,
commented, and contributed to the White Paper

Public Health Department

Planning Department

Public Works Department

Salmon Recovery Technical Citizen Committee

Island Local Integrating Organization

Whidbey Island Conservation District

WSU Extension

Emergency Management

Ian Miller, Washington Sea Grant's coastal
hazards specialist

Hydrogeologist

Island County Marine Resources Committee



Island County Public Health

Shawn Morris, ND – Public Health Director

1 NE 7th St, Coupeville, WA 98239

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

Email: Publichealth@islandcountywa.gov | www.islandcountywa.gov

MEMORANDUM

December 12, 2023

TO: Board of Commissioners

FROM: Kelly Webb, Conservation Futures Fund Coordinator

Jen Schmitz, DNR Manager

Shawn Morris, Public Health Director

RE: 2024 CFF Cycle CAB Recommendation

In late November, the Citizen Advisory Board (CAB) made a recommendation to temporarily suspend the Conservation Futures Fund (CFF) application program for the 2024 cycle, with the intention of resuming in 2025. The CAB based this decision on several factors, determining that this action will provide a window to refine systems and processes. Taking a break in 2024 allows time to determine allocations for the 2023 awards and confirm available funds for future acquisitions, while building up funding for larger projects. This also allows time to integrate environmental justice and equity considerations into CAB project review criteria, while strengthening the CAB through outreach and recruitment activities. Alternately, continuing to accept applications may be a priority to community partners and making the decision to pause the cycle requires careful consideration. This recommendation is presented to the Board of County Commissioners (BOCC) and the BOCC maintains decision-making authority.

The following points outline the CAB reasoning for a 2024 CFF suspension:

- Allow time to strengthen environmental justice approaches:
 - Adding equity and climate change as part of the project evaluation criteria. Adding the criteria involves an extensive BOCC review process and amendments to the code. Taking a pause allows time for this administrative work in 2024. For the 2025 cycle, the equity criteria would then be in place for project review and evaluation. Alternately, any applications accepted in 2024 would be reviewed under the existing project evaluation criteria.
 - Create a scorecard to add to the written evaluation – which would include the criteria above.
- Funding:

- At this point we are not certain what funds will be available next year. The Freund Marsh acquisition is still in process at this time. Pausing allows time to determine 2024 funding, while rebuilding accounts to create larger fund opportunities.
- Outreach/Marketing:
 - Create a process for advertising for both CAB members and applicants. This will allow us to recruit CAB members that bring essential skills needed on the board while receiving applications that meet the current evaluation criteria as well as the new equity and climate-based criteria.



ISLAND COUNTY TREASURER

WORK SESSION AGENDA

MEETING DATE: 12/20/2023

To: Janet St. Clair, Chair
Board of Island County Commissioners

From: Tony Lam, Treasurer

Amount of time requested for agenda discussion. 20 minutes

DIVISION: Administrative

Agenda Item No.: 1

Subject: November 2023 Treasurer's Report

Description: Financial & Treasury Activity for the month of November 2023.

Attachment: November Treasurer's Report

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

Treasurer's Monthly Report

Financial Data as of November 30, 2023

- Investment Rates and Balances as of November 30, 2023:

DESCRIPTION	RATE
ICT Investment Pool	2.43%
WA State Treasurer LGIP	5.43%
US Treasury, 3 month	5.40%
US Treasury, 6 month	5.40%
US Treasury, 1 year	5.14%
US Treasury, 2 year	4.69%
US Treasury, 3 year	4.46%
US Treasury, 4 year	4.35%
US Treasury, 5 year	4.28%

County (Residual) Investment in ICTIP	54%	\$130,587,555
Junior Taxing Districts' Investment in ICTIP	46%	<u>\$109,662,953</u>
Island County Treasurer's Investment Pool		\$240,250,508

- Cash Held for Daily Needs in Depositaries:

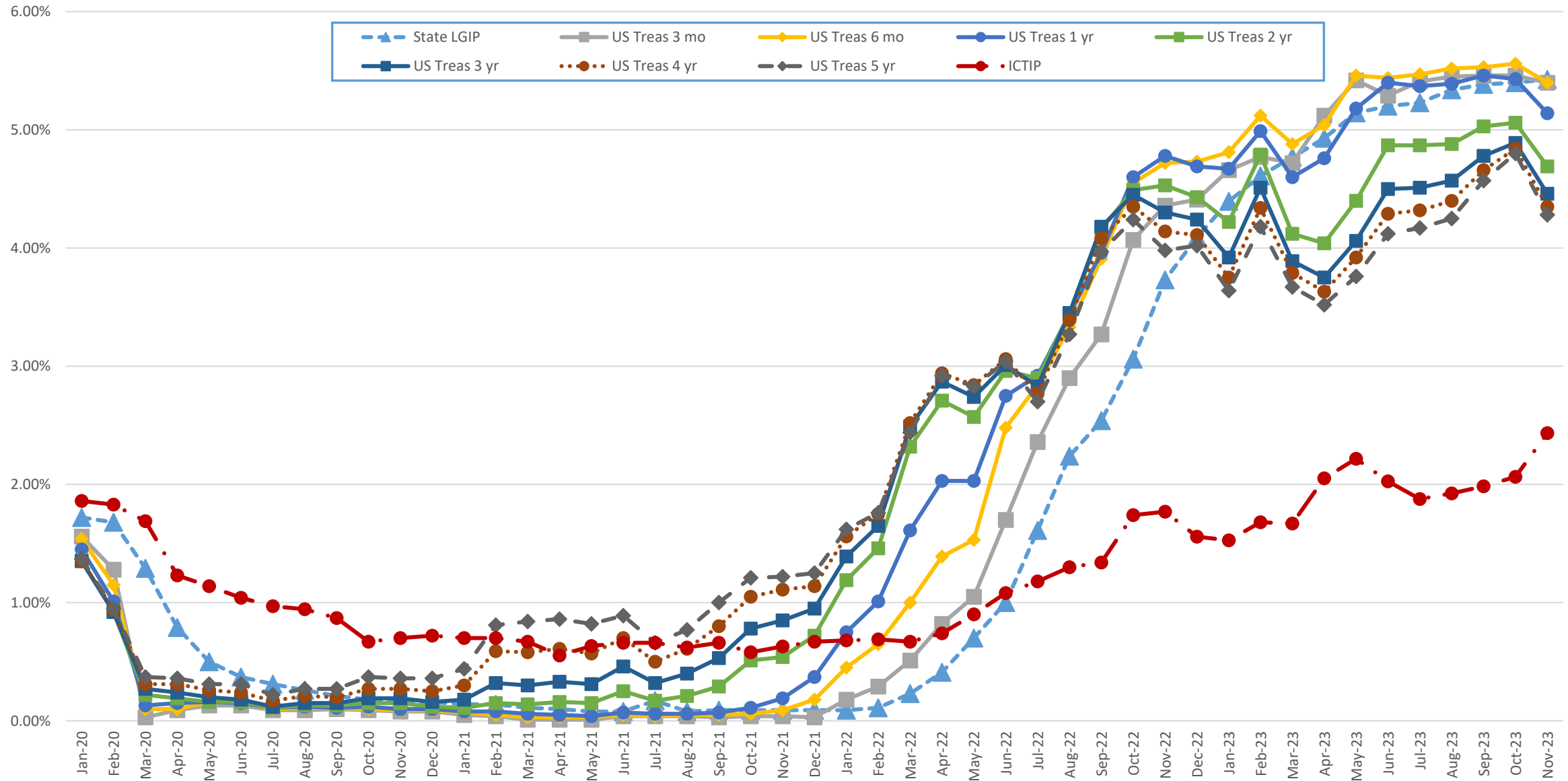
Key Bank	\$ 9,234,652
Whidbey Island Bank	<u>\$ 2,236,427</u>
Total Cash Balances	\$ 11,471,079

KeyBank – insured by FDIC for \$250,000; excess covered 50% by Federal Reserve Bank

Whidbey Island Bank – all funds are covered by the Public Deposit Protection Commission (PDPC) administered by the WA State Treasurer

- 11% of our investment pool is invested in the WA ST LGIP, and 31% is < 1-year maturity (assuming no calls). This satisfies our Investment Policy requirement of 20% of the portfolio as a minimum be comprised of investments maturing within a year to meet ongoing obligations.
- As of November 30, 2023, the 2023 property tax levies for Current Expense, Roads, and Conservation Futures were 97.6% collected. The comparable 2022 YTD collections in November 2022 were 97.7%.
- Foreclosure Update – 2023 started with 80 properties subject to foreclosure. The 2023 Certificate of Delinquency was filed August 7th. As of November 30, 12 properties were moving forward to the upcoming auction. The tax foreclosure auction was scheduled for December 5, 2023.
- The number of REET affidavits processed in November was 244 compared to 272 in October and 227 in November 2022. The County's portion of excise revenue was \$272,989 in November, on sales of \$68.9 MM. This REET activity resulted in Island County YTD excise revenue of **\$956,000 less** than for the same period in 2022, **\$1.9 MM less** than in 2021, and **\$307,000 less** than in 2020 but **\$382,000 more** than in 2019.

Investment Earnings Rate Comparison, January 2020 - November 2023

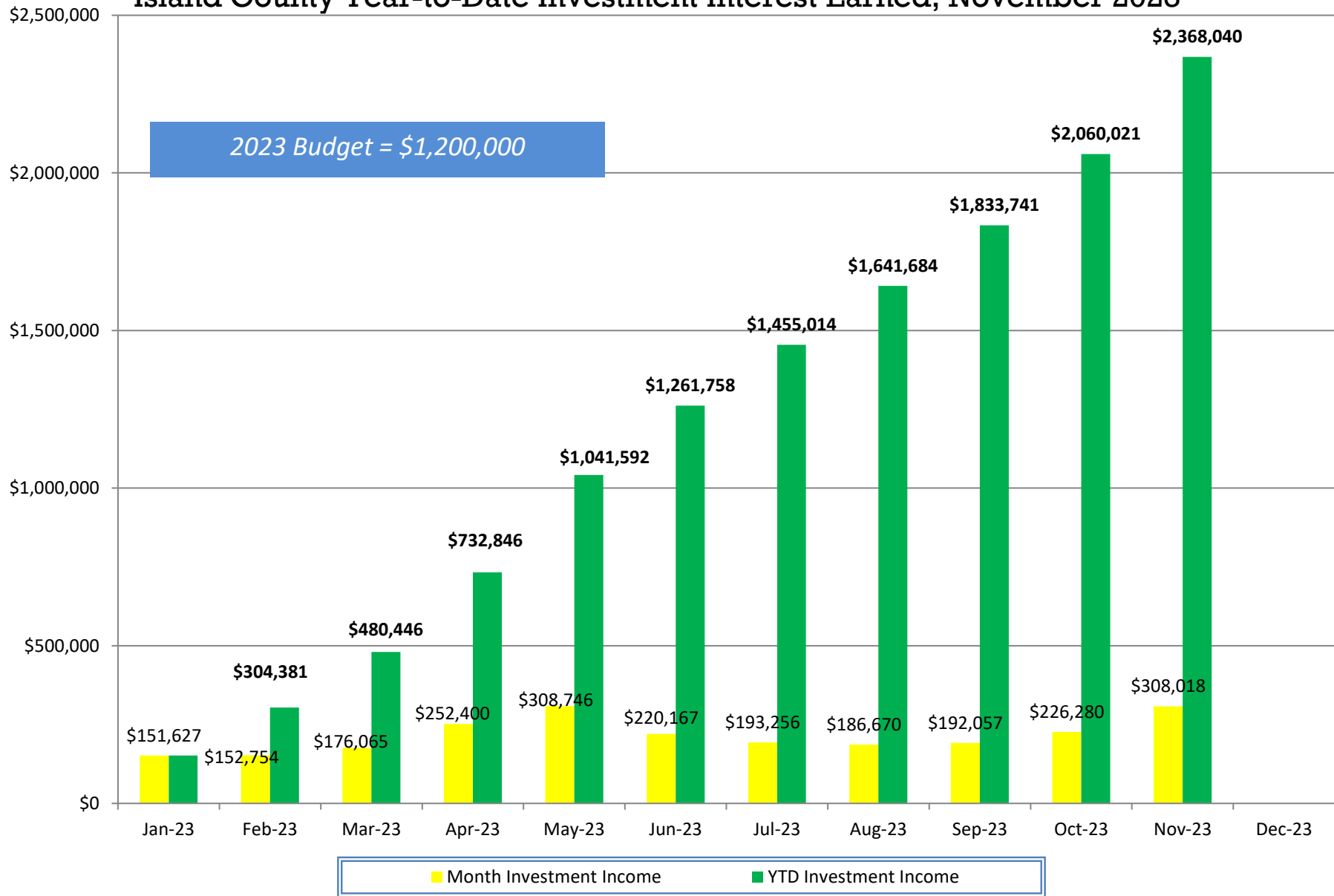


**Island County Treasurer's Investment Pool
Participant Investment Balances by Fund
November 30, 2023**

Fund#	Fund Description	Par Value
621	FREELAND WATER/SEWER RESERVE	187,500.00
626	FIRE DIST #5 SICK LEAVE	38,501.43
628	FIRE DISTRICT #1 TRUST	15,000.00
629	FIRE DISTRICT #1 MAINTENANCE	4,268,000.00
631	S201 GENERAL	7,758,714.00
632	S201 ASB	860,057.00
633	S201 TRANS VEHICLE	762,210.00
634	S201 BOND REDEMPTION	147,050.00
635	S201 CAP PROJECT	1,102.00
637	FIRE DISTRICT #2 EXPENSE	2,140,000.00
638	FIRE DISTRICT #3 EXPENSE	1,708,387.51
640	FIRE DISTRICT #5 MAINTENANCE	2,655,367.00
642	FIRE DISTRICT #1 BOND REDM	544.00
643	FIRE DISTRICT #5 CAPITAL	2,013,787.00
644	FIRE DISTRICT #5 BOND	657,441.00
647	SO WHID PARK REC MAINTENANCE	761,726.09
648	NO WHID POOL PARK REC BOND	230.40
649	NO WHID POOL PARK REC RESERVE	41,669.34
651	CEMETERY DISTRICT #1	70,000.00
652	CEMETERY DISTRICT #2	260,000.00
653	PORT COUPEVILLE MAINTENANCE	700,000.00
654	PORT SOUTH WHIDBEY	510,000.00
655	PORT MABANA MAINTENANCE	28,300.00
657	PORT SOUTH WHIDBEY BOND	565,916.20
665	S WHID PARKS & REC PROPERTY FUND	139,000.00
677	S204 TRANS VEHICLE	150,199.00
683	S206 GENERAL FUND	3,600,000.00
684	S206 ASB	75,000.00
685	S206 TRANSPORTATION VEHICLE	679,000.00
686	S206 BOND REDEMPTION	86,300.00
688	S206 CAPITAL PROJECT	2,500,000.00
690	S206 NONEXP TRUST	800,000.00
696	SARATOGA BOND RESERVE	212,193.49
697	PORT OF COUPEVILLE IDD FUND	1,500,000.00
701	CLINTON WATER MAINTENANCE	200,334.17
705	LONG BEACH MAINTENANCE	20,129.51
707	PENN COVE MAINTENANCE	1,070,000.00
719	BAYVIEW BEACH EMERGENCY	100,250.00
720	CLINTON WATER CONSTRUCTION	23,521.30
722	LONG BEACH CONSTRUCTION	69,870.49
723	LAGOON POINT CAPITAL	950,000.00
725	CAMANO VISTA CAPITAL IMP	166,000.00
726	FIRE DISTRICT #3 CONTINGENCY ACCT	170,707.00
727	FIRE DISTRICT #3 RESERVE ACCT	53,219.00
728	BAYVIEW BEACH SFR WATERLINE	44,000.00
729	CLINTON BOND	1,030.83
730	CROCKETT LAKE CONSTRUCTION	385,000.00
739	JUNIPER BEACH MAINTENANCE	150,000.00
742	FREELAND CONSTRUCTION	2,010,000.00
755	ISLAND TRANSIT/PTBA	58,500,000.00
758	PENN COVE CONSTRUCTION	1,070,000.00
760	CLINTON WATER CAPITAL	295,125.04
761	ADMIRALS COVE CAPITAL IMPROVEMENT	755,000.00
763	SWANTOWN CAPITAL	260,000.00
764	SCATCHET HEAD WATER EMERGENCY	274,300.00
765	LEDGEWOOD BEACH CAPITAL	450,000.00
766	BAYVIEW BEACH CONSTRUCTION	150,000.00
768	SO WHID PARK REC CAPITAL	49,500.00
769	CLINTON WATER SEWER	484.45
771	FIRE DISTRICT #1 CAPITAL FACIL	750,000.00
772	HOLMES HARBOR TRUST LOAN	60,152.00
775	SO WHID PARKS & REC RESERVE	379,788.00
776	FIRE DISTRICT #1 CAPITAL	2,294,000.00
777	FIRE DISTRICT #1 RESERVE	2,484,758.00
783	ADMIRALS COVE EMERGENCY RES	50,000.00
785	HOLMES HARBOR CAPITAL IMP	92,603.00
786	HOLMES HARBOR REPLACEMENT	79,482.00
787	HOLMES HARBOR EFFLUENT DISPOSAL	1,900.00
788	NO WHID POOL PARK & REC CAPITAL	3,230.65
789	CLINTON WTR DIST ENCUMBER ACCT	319,071.89
795	CROCKETT LAKE EMERGENCY RES	36,300.00
920	RESIDUAL&STATE POOL INVESTMENT	130,587,555.65

240,250,508.44

Island County Year-to-Date Investment Interest Earned, November 2023



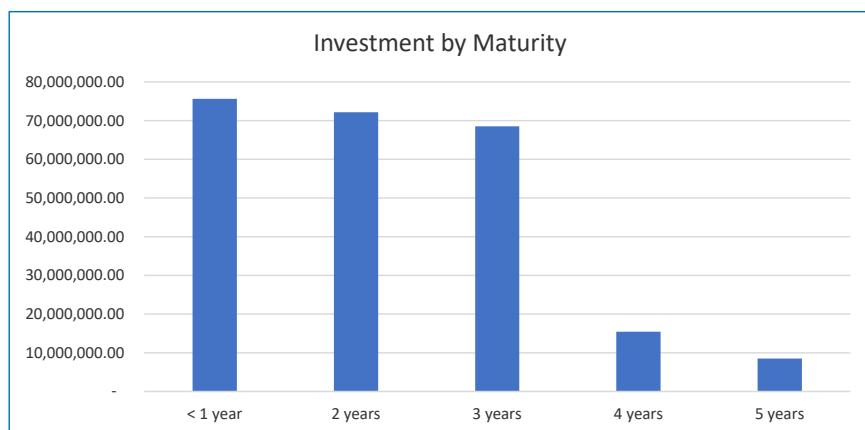
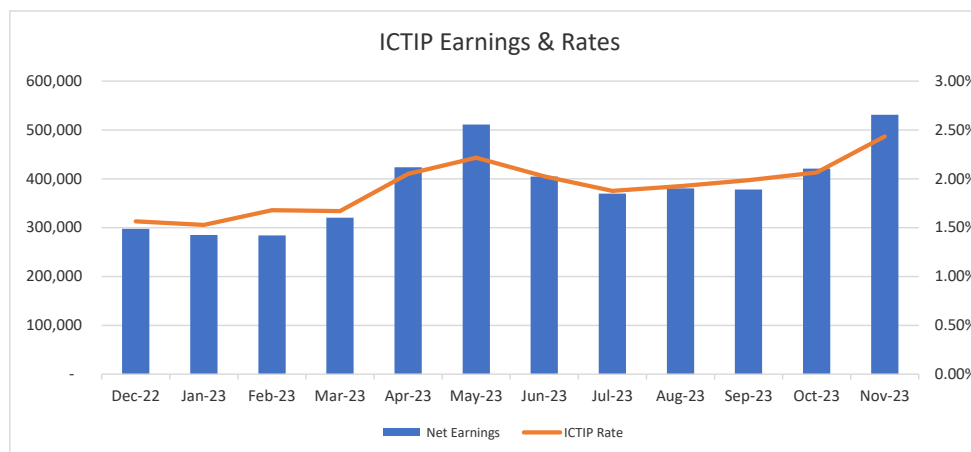
Date: **November 30, 2023**

November-2023

ICTIP Rate	2.43%
LGIP Rate	5.43%
Gross Earning	\$ 531,104

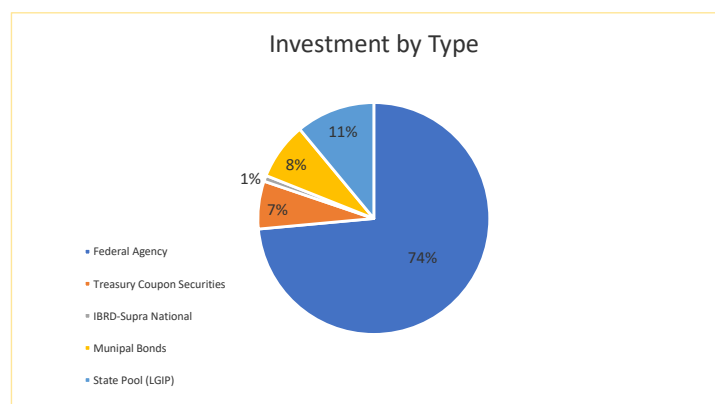
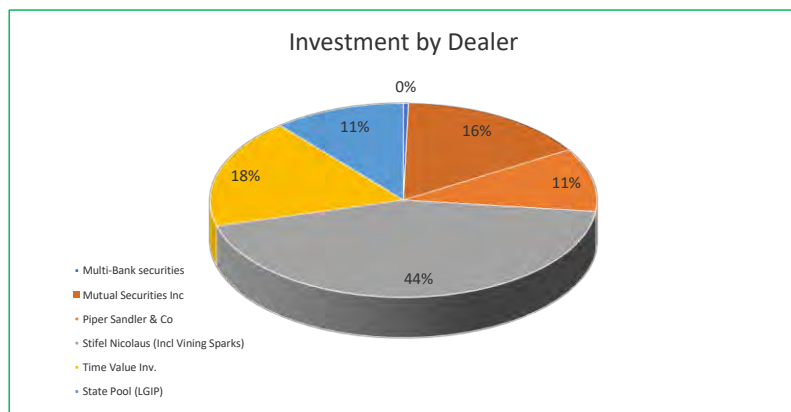
12-Month Average

ICTIP Rate	1.92%
LGIP Rate	4.99%
Gross Earning	\$ 383,909
2 Year US Treasury	4.61%

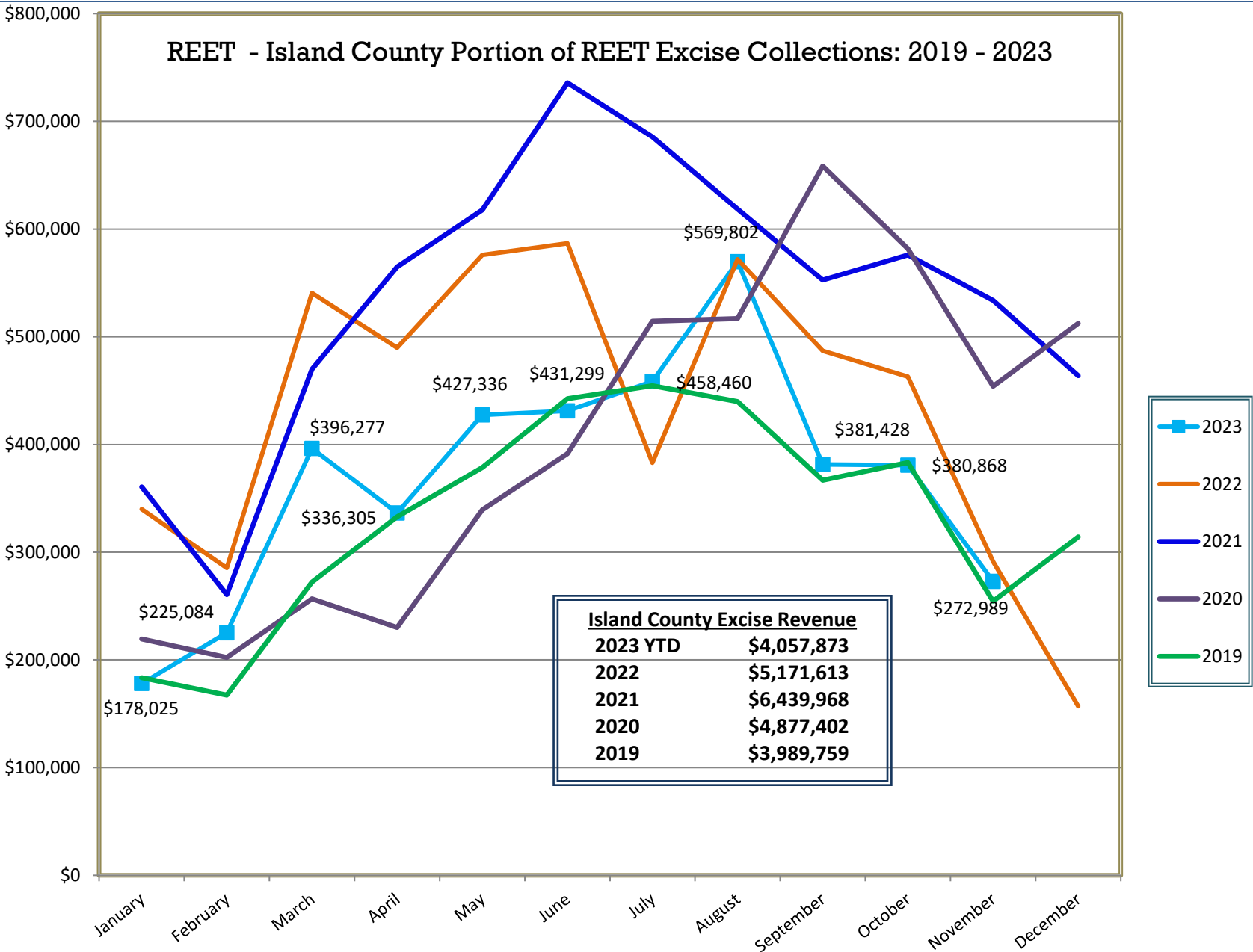


Investment by Issuer

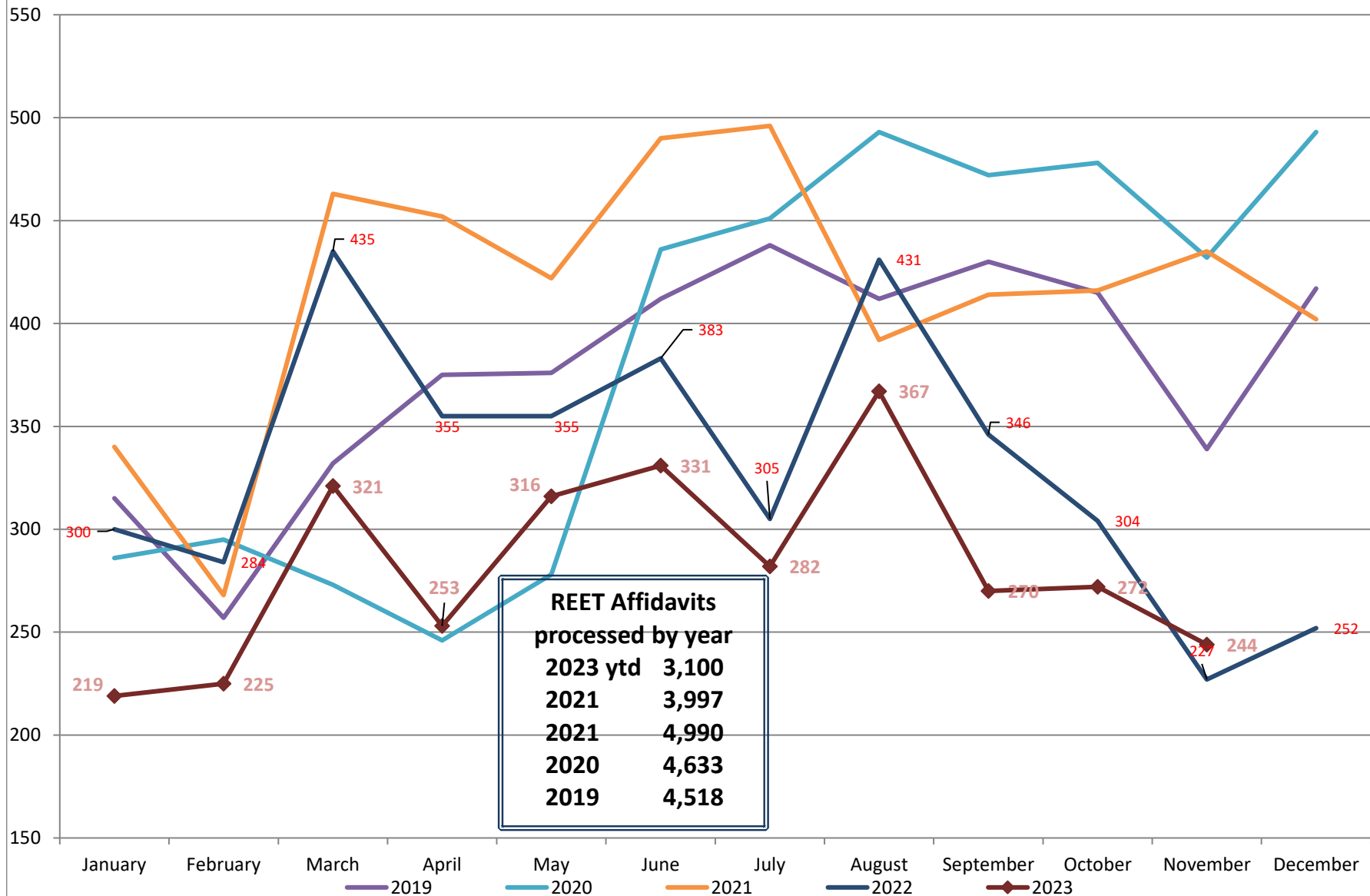
Issuer	%-tage	Par Value	Debt Policy	Variance
US Treasury Bills and Notes	7%	16,000,000.00	90%	83%
Fed Agri Mtg Corp	6%	14,275,000.00	40%	34%
Fed Farm Credit Bk	7%	17,500,000.00	40%	33%
Fed Home Loan Bk	40%	96,295,000.00	40%	0%
Fed Home Loan Mtg Corp	6%	15,500,000.00	40%	34%
Fed Nat'l Mtg Assn	14%	33,135,000.00	40%	26%
Municipal Bonds	8%	19,080,000.00	35%	27%
State Pool (LGIP)	11%	26,465,508.44	90%	79%
Supranationals	1%	2,000,000.00	5%	4%
	100%	240,250,508.44		



REET - Island County Portion of REET Excise Collections: 2019 - 2023



Island County 2019-23 REET - Number of Affidavits Processed by Month



YTD Island County Excise Revenue through November, by Year

