

PLANNING COMMISSION

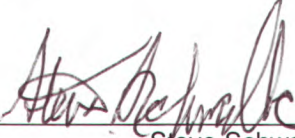
SUMMARY MINUTES

MARCH 13, 2023

APPROVED AS WRITTEN

Steve Schwalbe, Chair

APPROVED WITH NOTED
CORRECTIONS


Steve Schwalbe *Mar 27, 2023*

Steve Schwalbe, Chair

**ISLAND COUNTY
PLANNING COMMISSION SUMMARY MINUTES
MARCH 13, 2023
WORKSHOP**

To hear the Planning Commission's full discussion of a specific topic, or the complete meeting listen to the audio stream available [HERE](#)

CALL TO ORDER:

(Approximate recording timestamp: 00:00:01/00:56:13)

ROLL CALL:

(Approximate recording timestamp: 00:00:18/00:56:13)

Present:

District 1 – Margaret Andersen, William Criswell (arrived approx. 2:02 pm), Kristi Lovelady

District 2 – Darin Hand

District 3 – Steve Schwalbe, Paul McCausland, Fred Kiga

Absent:

District 1 –

District 2 – Steve Bristow

District 3 –

Planning & Community Development Staff Present: Mary Engle, Director; Jonathan Lange, Assistant Director; John Lanier, Long Range Planner; Lucas Clark, Long Range Planner; Layla Tromble, Program Coordinator

APPROVAL OF MINUTES:

(Approximate recording timestamp: 00:00:50/00:56:13)

February 13, 2023 minutes - discussion

Commissioners requested follow up during the Director's report on item from the minutes referencing a possible joint meeting with the Board of County Commissioners.

Motion made and seconded to approve the 2/13/23 minutes – motion passed unanimously

ITEMS FROM THE PUBLIC– UNRELATED TO TOPICS ON THE AGENDA

(Approximate recording timestamp: 00:02:32/00:56:13)

No comments received

DIRECTOR'S REPORT

(Approximate recording timestamp: 00:02:44/00:56:13)

Jonathan Lange, Assistant Director, delivered the Director's report:

- Staff has not yet had one on one meetings with the County Commissioners since the last Planning Commission meeting, but it is on the agenda to discuss a Joint meeting with the Planning Commission at the next available opportunity.
- Planning and Community Development has hired a new Critical Areas planner
- Planning and Community Development will be hiring a third temporary Long Range Planner to focus solely on the upcoming Comprehensive Plan update.
- Commissioners asked if the temporary Long Range position would preclude contracting out any of the work for the Comprehensive Plan update.
- Assistant Director Lange clarified that the additional Long Range position would not preclude contracting outside consultants for parts of the Comprehensive Plan.

WORKSHOP

(Approximate recording timestamp: 00:04:53/00:56:13)

Long Range Planner Lucas Clark presented on the Buildable Lands Program Methodology. The presentation slides can be found [here](#). Topics and discussion included within the presentation included:

- Growth Management Act requires cities and counties to update their comprehensive plan and include 5 mandatory elements: Land Use, Transportation, Housing, Utilities, and Capital Facilities.
- The main goal of the buildable lands analysis is to understand how future development might occur under current zoning and if there is enough land to meet the projected demand-both for residential and non-residential uses.
- The goal is to achieve balance between too much land in UGAs which can result in sprawl and too little land which impacts property prices.
- Under the growth management act, the county has a directive to ensure adequate land is available within UGAs for the estimated population growth.
- In the 2016 Buildable Lands Analysis, done by Island County, showed an excess of housing by 2036.
- Staff is spending time understanding the guidance provided by the Washington Department of Commerce and how other counties and jurisdictions have completed their analysis. Based on this, staff developed an approach and made assumptions we feel are most appropriate for Island County.
- Staff is working with GIS to develop a program that will allow buildable lands analysis at any time provided data sets are up to date.
- Once agreed upon by the County Planning Partners, the following assumptions may be the basis the buildable lands analysis:

- **Vacant Land or Vacant Parcel**
Improvement value under \$4,000
- **Partially Vacant Parcel**
Lot size over 2 times the minimum lot size
- **Critical Areas**
% of the acres affected by critical areas
- **Land Needed for Public Purposes**
15% needed for roads, parks, infrastructure and other public purposes
- **Household Size**
2.3 people per household (countywide average household size)
- UGA boundaries are adjustable depending on the results of the buildable lands analysis.
- Next steps include collaborating with planning partners on buildable lands analysis and revisions to the countywide planning policies, finalizing the buildable lands analysis and presenting findings to the Planning Commission and the Board of County Commissioners.
- HB 1220 will help offer more guidance for forecasting future household demand. Methodology should account for factors that determine market demand for future housing, different types of housing needed, including income, household size, age, affordability, and other determinants of household housing needs.
- Looking forward to 2036 it is the hope that the buildable lands program will be able to input new data sets from internal and external agencies and may, at some point, be able to predict nitrate saturation in the aquifer or impacts of PFAs into local water systems.
- Buildable Lands Analysis is on the docket for 2023 completion.
- Commissioners asked for clarification on whether RAIDs (rural areas of intense development) qualify as UGAs or if they are separate entities.
- Staff clarified that RAIDs are not considered UGAs and while UGA boundaries can be adjusted based on buildable lands analysis RAID boundaries are fixed.
- Commissioners asked if there is an accepted definition of “sprawl” in the context of the Growth Management Act and the buildable lands analysis.
- **ITEM FOR FOLLOW UP:** Staff agreed to follow up with the accepted definition of sprawl in the above context.
- Commissioners asked whether the 2016 numbers that indicated an excess of housing by 2036 the basis for the new comprehensive plan or is the purpose of the buildable lands analysis to confirm or reject that finding?
- Staff clarified that the new buildable lands analysis is meant to compare with the 2016 prediction and see how that prediction holds up with the real time numbers.
- Commissioners asked if housing analysis is broken down by income levels.
- Staff clarified that Island County is not required to perform that break down but may be able to do some breakdowns with the buildable lands program being designed with GIS.
- Commissioners asked what factors were considered in the 2016 analysis that indicated a possible overage of available housing.

- **ITEM FOR FOLLOW UP:** factors and assumption in the 2016 buildable lands analysis
- Staff observed there have been significant updates to the county's critical areas data since 2016 which will buildable lands.
- Commissioners asked if the Department of Commerce population projections set in stone or if we can challenge them.
- Staff clarified that DOC provides low, medium, and high projections and we accept the one that is most accurate based on comparison of past projections compared to real growth.
- Commissioners enquired as to whether the department tracks the number of ADU permits requested after the 35 yearly permits have been issued.
- Staff clarified that the department has been trying to track the number of requests for ADU permits after the 35 have been issued but also pointed out that it is very difficult to include those theoretical permits into the analysis.
- Discussion occurred around how to include the impact of short term rentals and vacation homes on housing availability.
- Discussion continued around how to extrapolate from existing percentages of short term rental and non-resident homes to the buildable lands and how the County anticipates new development to follow existing patterns.
- Discussion occurred around how to include the reality of needing larger city infrastructure to support low or extremely low income housing. Island County can include income breakdown with housing in our buildable lands analysis we are just not required to.
- Our county wide planning partners include Oak Harbor, Coupeville, and Langley and UGAs around those municipalities would be discussed as areas that could support lower income housing. Those county wide planning partners would be able to contribute input and data to the County buildable lands analysis.
- Commissioners asked if Rural and Rural Residential zoned properties were only allowed Single Family Residences or if multi-family could be built.
- Staff clarified Rural and Rural Residential zones only allow for single family residences. RAIDS may qualify for multi-family residences.
- Discussion occurred around potentially new technologies involving septic systems that may impact buildable lands.
- There are potentials for higher density NMUGAs in Clinton and the Camano Gateway Village in the future depending on many factors.
- NAS Whidbey is also one of the planning partners and there are trigger points with fluctuations with population that allow the housing analysis to be revisited.
- Water availability is something staff is looking at including in buildable lands analysis.

ADJOURNMENT

(Approximate recording timestamp: 00:56:00/00:56:13)

Meeting adjourned at 2:56