



## ISLAND COUNTY PLANNING & COMMUNITY DEVELOPMENT

■ PHONE: (360) 679-7339 ■ from Camano (360) 629-4522 ■ from S. Whidbey (360) 321-5111  
■ FAX: (360) 679-7306 ■ 1 NE 7th St., Coupeville, WA 98239-5000  
■ 121 N East Camano Drive, Camano Island, WA 98282 ■ Phone (360) 387-3443  
■ Internet Home Page: <http://www.islandcountywa.gov/planning/>

### ZONING AMENDMENT APPLICATION (ZAA) REZONING REQUESTS CONSISTENT WITH THE COMPREHENSIVE PLAN LAND USE MAP

#### COMPREHENSIVE PLAN LAND USE DESIGNATIONS

The Comprehensive Plan provides multiple land use designations to help provide guidance about suitable and allowable land uses throughout the rural area. In some cases, the land use designation and the zoning are the same. In other cases, the land use designation may apply to multiple zoning districts.

This application applies to requests for rezoning that do not require a change in land use designations.

Land Use Designation	Rural Lands	Mixed Use RAID	Rural Residential	Airport	Light Manufacturing
Zoning Districts	Rural Rural Forest Rural Agriculture Parks Commercial Agriculture	Rural Center Camano Gateway Village Rural Village Rural Service	Rural Residential	Airport	Light Manufacturing

**Note:** Zoning changes *within* each column **do not require** a change to the Comprehensive Plan. Zoning changes *between* columns **do require** a Comprehensive Plan Amendment.

#### REQUEST TYPE

Please identify below which type of rezone your application falls into:

##### ☐ Site-Specific Rezoning Request (Type III)

Site-specific rezoning requests are when one or more contiguous parcel(s) that are under the same ownership are proposed to be rezoned and will not change the land use designation adopted in the future land use map in the Comprehensive Plan.

This type of rezoning will be processed as a Type III Hearing Examiner recommendation and a Board of Island County Commissioners decision per ICC 16.19.170.D. This rezoning request must be compliant with the rezone criteria established in ICC 17.03.220.D, as well as the designation criteria established in ICC 17.03 for the zoning proposed.

A Pre-Application Conference is not required for this type of application; a Community Meeting per ICC 16.19.050 is required however, and must be held prior to submittal of this application. Island County staff will review the proposal and issue a recommendation to the Island County Hearing Examiner. The Hearing Examiner will conduct a public hearing and issue a recommendation to the Board of Island County Commissioners, who will make the final decision.

## ☐ Area-Wide Rezoning Request Consistent with the Comprehensive Plan (Type IV)

Area-wide rezoning requests that do not change the land use designation adopted in the Comprehensive Plan for any of the parcels proposed for rezoning will be processed as a Type IV permit if:

- Two or more contiguous parcels under separate ownership are proposed for rezoning or;
- Two non-contiguous parcels are proposed for rezoning.

This type of rezone will be processed as a Type IV legislative (Board of Island County Commissioners) decision per ICC 16.19. This rezone request must be compliant with the rezone criteria established in ICC 17.03.220.D, as well as the designation criteria established in ICC 17.03 for the zone proposed. Staff will review this application and make a recommendation to the Board of Island County Commissioners, who will make the final decision.

## Rezoning Requests that are not Consistent with the Comprehensive Plan

***Rezone requests that require a change in land use designation, as adopted in the Future Land Use Map of the Comprehensive Plan, cannot be processed using this application and will be reviewed as a Comprehensive Plan Amendment through the annual docket review process per ICC 16.26.***

## Rezoning Request

**Please indicate the current zoning designation and the requested new zoning designation.**

### ☐ Properties with a Rural Lands land use designation

CURRENT ZONING DESIGNATION	REQUESTED NEW ZONING DESIGNATION
<input type="checkbox"/> Rural (R)	<input type="checkbox"/> Rural (R)
<input type="checkbox"/> Rural Forest (RF)	<input type="checkbox"/> Rural Forest (RF)
<input type="checkbox"/> Rural Agriculture (RA)	<input type="checkbox"/> Rural Agriculture (RA)
<input type="checkbox"/> Commercial Agriculture (CA)	<input type="checkbox"/> Commercial Agriculture (CA)
<input type="checkbox"/> Parks (P)	<input type="checkbox"/> Parks (P)

### ☐ Properties with a Mixed-Use RAID land use designation

CURRENT ZONING DESIGNATION	REQUESTED NEW ZONING DESIGNATION
<input type="checkbox"/> Rural Center (RC)	<input type="checkbox"/> Rural Center (RC)
<input type="checkbox"/> Rural Village (RV)	<input type="checkbox"/> Rural Village (RV)
<input type="checkbox"/> Rural Service (RS)	<input type="checkbox"/> Rural Service (RS)
<input type="checkbox"/> Camano Gateway Village (CGV)	<input type="checkbox"/> Camano Gateway Village (CGV)

**\*\*\*If neither above applies to your rezone request, this application cannot be used. You must submit a rezone request as a Comprehensive Plan Amendment through the annual docket review process per ICC 16.26.**

---

## APPLICATION CHECKLIST

Please use the checklist below to ensure you provide all the information required for Island County staff to review your proposal. You must submit the below documentation for your application to be deemed complete.

Applicant	Application Requirement	Planning
_____	Signatures of all owners	_____
_____	Applicant Authorization Form, as needed (signed and notarized)	_____
_____	Complete Part A	_____
_____	Complete Part B (including applicable section B1 or B2)	_____
_____	SEPA Checklist	_____
_____	Current Zoning Map	_____
_____	Proposed Zoning Map	_____
_____	Full legal description for all parcels	_____
_____	Community meeting notes	_____
_____	A copy of the recorded community meeting	_____
_____	An affidavit notice of the community meeting	_____

## ELECTRONIC SUBMITTAL PROCESS

It is preferred for applicants to use the electronic submittal process to submit application documents. Please submit documents in **PDF file format**, to [planningdept@islandcountywa.gov](mailto:planningdept@islandcountywa.gov). Emails over 7 MB should be sent through a file sharing application, portable USB, or contact the Planning Department for an FTP sharing link. One of our planners will look over your documents to determine if your application can be submitted or if modifications are required. When the planner approves the electronic application for submission, we will provide you with a fee estimate. Please mail in the original signed application and a check. (If the application form requests more copies, please disregard. The original is sufficient). Once Planning and Community Development receives the hard copies and payment, the applicant can expect to receive a letter of completeness indicating that the review period has begun, or is incomplete and requires changes.

### Mailing address for USPS deliveries is:

Planning & Community Development  
1 NE 7th St.  
Coupeville, WA 98239

### For FedEx or UPS deliveries, mail to:

Planning & Community Development  
1 NE 6th St.  
Coupeville, WA 98239

IF APPLICANT CHOOSES IN PERSON SUBMITTAL AN APPOINTMENT IS PREFERRED

Whidbey: call 360-679-7339

Camano: call 360-387-3443

Please plan for up to 60 minutes for a submittal appointment.

Applicant must have a Fees Estimate to submit.



# AGENT AUTHORIZATION FORM

Received date: \_\_\_\_\_

Received by: \_\_\_\_\_

Landowners may authorize agents, designers, contractors, etc. to apply for permits and conduct activities on their behalf by completing this form and returning to Island County staff. Once received, this form will expire in 3 years. Any applications or requests that agents submit on an owner's behalf must meet the general description provided by the owner below.

I/We hereby authorize the following companies or individuals to submit applications on my/our behalf. I/We also understand that once a permit/application is submitted that all future correspondence may be directed to said agent(s).

Description of work/project: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Agent Name: \_\_\_\_\_

Agent Name: \_\_\_\_\_

Agent Name: \_\_\_\_\_

Agent Name: \_\_\_\_\_

Parcel number(s): \_\_\_\_\_

Name 1 (printed) \_\_\_\_\_ Date: \_\_\_\_\_

Signature 1: \_\_\_\_\_

Name 2 (printed) \_\_\_\_\_ Date: \_\_\_\_\_

Signature 2: \_\_\_\_\_

## Part A – PROJECT SUMMARY (to be completed for all applications)

Application information must be typed or neatly printed in ink. In order to speed our review of your application, please provide all information requested. If any portion is not applicable, enter N/A in the blank. Submit the **original and electronic copy** of this application and all necessary documentation and plans as outlined on the Application Checklist to the Island County Planning Department.

CONTACT INFORMATION	
Agent <sup>1</sup> Name:	
Agent Mailing Address:	
Agent Phone Number:	
Agent Email Address:	
Applicant <sup>2</sup> Name:	
Applicant Mailing Address:	
Applicant Phone Number:	
Applicant Email Address:	

<sup>1</sup>An Applicant Authorization Form is required if an applicant uses an agent to apply on their behalf.

<sup>2</sup>The applicant is considered to be the property owner, unless otherwise noted.

Please fill out the below information for **each** parcel included in your request.

PROPERTY INFORMATION			
Property Address <sup>3</sup> :			
Assessor Parcel Number <sup>4</sup> :		Name of Access Road:	
This is a:	<input type="checkbox"/> Public Road – Access Permit Number: <input type="checkbox"/> Private Road <input type="checkbox"/> Undeveloped, No Access Provided Yet	Within JPA? <sup>5</sup>	<input type="checkbox"/> No <input type="checkbox"/> Yes, which one:
Comprehensive Plan Land Use Designation <sup>4</sup> :		Current Zoning <sup>4</sup> :	
Size of Parcel (Acres) <sup>4</sup> :		Existing Use <sup>4</sup> :	
Other County, State or Federal Applications Pending <sup>4</sup> :			

<sup>3</sup>If no address, provide nearest crossroads and written directions to the property on a separate sheet of paper.

<sup>4</sup>If more than one parcel, please list all parcels, current zoning, current land use designation, acreage, existing use, and any pending permits for each parcel on a separate sheet.

<sup>5</sup>If your property is in the Joint Planning Area (JPA) for Langley and was removed from the Urban Growth Area (UGA) during the 2016 Comprehensive Plan update, and you are rezoning from Rural to Rural Agriculture, Rural Forest, or Commercial Agriculture, prior to January 1, 2020, you may be eligible for a fee waiver. Please contact the Planning Department for more details.

## Part B – REZONING CRITERIA

Please provide a narrative description of the request and reasons for the rezoning in the space below or note if attached as separate sheet(s):

---

---

---

---

---

---

---

---

- Properties with a “Rural Lands” designation on the land use map in the Comprehensive Plan or applicable Subarea Plan must complete section B1 below.
- Properties with a “Mixed-Use RAID” designation on the land use map in the Comprehensive Plan or applicable Subarea Plan must complete section B2 below.

### B1. Rural Lands Land Use Designation

Please check the requested zoning designation you are seeking and all designation criteria that apply to the subject parcel(s). Provide a detailed narrative of how **each** property meets the designation criteria (as shown below) on a separate sheet(s) of paper and attach to your application. Please also see section B1a on the following page.

REQUEST REZONING TO:	DESIGNATION CRITERIA (check all that apply):
<input type="checkbox"/> <b>Rural (R)</b> (ICC 17.03.060)	<input type="checkbox"/> The lot, tract or parcel is unsuited for higher density residential development. <input type="checkbox"/> The lot, tract or parcel is outside of UGAs and RAIDs. <input type="checkbox"/> The lot, tract or parcel is predominantly defined by rural character. <input type="checkbox"/> The lot, tract or parcel is a buffer between CA, RA or RF, and urban uses.
<input type="checkbox"/> <b>Rural Forest (RF)</b> (ICC 17.03.110)	<input type="checkbox"/> The lot, tract or parcel is at least twenty (20) acres in size, owned by the county, state or federal government and managed for forest use. <input type="checkbox"/> The lot tract or parcel is in a single ownership of at least twenty (20) acres; or smaller contiguous lots owned by the same owner that, in combination, are at least twenty (20) acres in size. <input type="checkbox"/> The lot, tract or parcel was classified in the classified or designated forest tax classification, or, if withdrawn, all taxes, interest and penalties were not paid in full as of the effective date of this chapter.
<input type="checkbox"/> <b>Rural Agriculture (RA)</b> (ICC 17.03.090)	<input type="checkbox"/> The lot tract or parcel is at least ten (10) acres; or smaller contiguous lots owned by the same owner that, in combination, are at least ten (10) acres in size. <input type="checkbox"/> The lot, tract or parcel was classified in the open agricultural tax classification or, if withdrawn, all taxes, interest and penalties were not paid in full as of June 2, 1999. <input type="checkbox"/> The lot, tract or parcel is not classified CA or located in a UGA or RAID.

REQUEST REZONING TO:	DESIGNATION CRITERIA (check all that apply):
<input type="checkbox"/> <b>Commercial Agriculture (CA)</b> <i>(ICC 17.03.100)</i>	<input type="checkbox"/> The lot, tract or parcel is at least twenty (20) acres in size or smaller contiguous lots owned by the same owner that, in combination, are at least twenty (20) acres in size. <input type="checkbox"/> At least twenty-five (25) percent of the lot, tract or parcel is composed of prime soils. <input type="checkbox"/> The lot, tract or parcel as of June 2, 1999, is classified in the open agriculture tax program or if withdrawn, all taxes, interest and penalties were not paid in full as of June 2, 1999. <input type="checkbox"/> The lot, tract or parcel is not located within a drainage or diking district or otherwise protected by dikes, UGA, RAID, state park or owned by the Navy.
<input type="checkbox"/> <b>Parks (P)</b> <i>(ICC 17.03.072)</i>	<input type="checkbox"/> Existing or planned neighborhood and community parks. <input type="checkbox"/> The lot, tract or parcel offers special natural resource-based recreational opportunities, such as: Federal, State and local regionally important parks and recreation areas, islands, federal wilderness areas, wildlife refuges, lakes, reservoirs, creeks, streams, river corridors, shorelines and areas with prominent views. <input type="checkbox"/> The lot, tract or parcel contains significant historic, archaeological, scenic, cultural or unique natural features. <input type="checkbox"/> The lot, tract or parcel contains significant natural processes, wetlands, tidal actions or unusual landscape features such as cliffs and bluffs.

### B1a. Resource Land Requests

If your rezone request qualifies as one of the scenarios listed below (per ICC 17.03.220.D), please provide the additional requested information on a separate sheet(s) of paper and attach to your application.

- ☐ The property is currently zoned RF and the property owner cannot make reasonable economic use of this property for commercial forestry, and is requesting reclassification to R.
  - On a separate piece of paper, please explain in detail why the property owner cannot make reasonable use of the property if classified RF, and the inability to make commercial forestry use of the property is not due to action or inaction of the property owner (see ICC 17.03.220.D.1).
- ☐ The property is ten (10) acres or larger in size, is currently zoned R, and the property owner is requesting reclassification to RA.
  - On a separate piece of paper, please explain in detail how the uses allowed in the RA classification are compatible with surrounding permitted uses (see ICC 17.03.220.D.2).
- ☐ The property is twenty (20) acres or larger in size, is currently zoned R, and the property owner is requesting reclassification to RF.
  - On a separate piece of paper, please explain in detail how the uses allowed in the RF classification are compatible with surrounding permitted uses (see ICC 17.03.220.D.2).
- ☐ The property is five (5) acres or larger in size, currently zoned R, RA, or RF, and the property owner is requesting reclassification to CA.
  - Please provide documentation showing that the property is classified in the Open Agricultural Tax Program (RCW 84.34) or that the property is eligible to be included in the Open Agricultural Tax Program (see ICC 17.03.220.D.4).
- ☐ The property is currently zoned CA, it is not included in a farm management plan, and the property owner is requesting reclassification to RA.
  - On a separate piece of paper, please explain in detail why the property owner cannot make reasonable agricultural use of the property if classified CA, considering the factors contained in WAC 365-190-050, and the inability to make commercial farm use of the property is not due to action or inaction of the property owner (see ICC 17.03.220.D.5).
- ☐ The property is currently zoned RA, and the property owner is requesting reclassification to R.
  - On a separate piece of paper, please explain in detail why the property owner cannot make reasonable agricultural use of the property if classified RA, considering the factors contained in WAC 365-190-050, and the inability to make commercial farm

use of the property is not due to action or inaction of the property owner (see ICC 17.03.220.D.5).

## B2. Mixed-Use RAIDs Land Use Designation

Please check the requested zoning designation you are seeking and all designation criteria that apply to the subject parcel(s). Provide a detailed narrative of how **each** property meets the designation criteria (as shown below) on a separate sheet(s) of paper and attach to your application

REQUEST REZONING TO:	DESIGNATION CRITERIA (check all that apply):
<input type="checkbox"/> <b>Rural Center (RC)</b>	<input type="checkbox"/> Areas with a predominant pattern of mixed-use development existing on July 1, 1990 may be designated RC when all of criteria set forth below are met. <input type="checkbox"/> Parcels served by an approved public water system; and <input type="checkbox"/> Contain multi-family residential and non-residential uses legally established prior to July 1, 1990; and <input type="checkbox"/> In combination with other parcels, are at least forty (40) acres or larger in size; and <input type="checkbox"/> Parcels that are adjacent to or between areas defined by designation criteria No. 2 that establish a logical outer boundary for the RC Zone.
<input type="checkbox"/> <b>Rural Village (RV)</b>	<input type="checkbox"/> Areas with a predominant pattern of mixed-use or non-residential development existing on July 1, 1990 may be designated RV when all of the following criteria set forth are met. <input type="checkbox"/> Parcels served by an approved public or private water system; and <input type="checkbox"/> Contain residential and non-residential uses legally established prior to July 1, 1990; and <input type="checkbox"/> In combination are five (5) acres or larger in size; and <input type="checkbox"/> Parcels that are adjacent to or between areas defined by designation criteria No. 2 that establish a logical outer boundary for the RV Zone.
<input type="checkbox"/> <b>Rural Service (RS)</b>	<input type="checkbox"/> Isolated mixed-use or non-residential uses on lots less than two and one-half (2.5) acres existing on July 1, 1990 may be designated RS.
<input type="checkbox"/> <b>Camano Gateway Village (CGV)</b>	<input type="checkbox"/> Areas with a predominant pattern of mixed use or non-residential development existing on July 1, 1990 may be designated CGV when all of the following criteria are met. <input type="checkbox"/> Parcels served by an approved public or private water system; <input type="checkbox"/> Contain residential and non-residential uses legally established prior to July 1, 1990; <input type="checkbox"/> In combination are five (5) acres or larger in size; <input type="checkbox"/> Parcels that are adjacent to or between areas defined by designation criterion No. 2 that establish a logical outer boundary for the CGV Zone; and <input type="checkbox"/> Existing areas of clustered commercial development that are located along the SR 532 corridor to Camano Island.