



ISLAND COUNTY PLANNING & COMMUNITY DEVELOPMENT

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~ MEMO ~

TO: Board of Island County Commissioners

FROM: _____ Brad Johnson, Senior Planner

DATE: March 4, 2013

SUBJECT: 2013 Annual Review Docket

Summary:

In accordance with Island County Code (ICC 16.26.050), the Planning Department is required to prepare a complete list of proposed Comprehensive Plan amendments on an annual basis. This list, which is known as the Annual Review Docket, must then be forwarded to the Board of Island County Commissioners (BOCC) and the Planning Commission by March 1 of each year.

Traditionally, the BOCC then adopts the Annual Review Docket by April 1. The Annual Review Docket includes only those items which involve amendments to the Comprehensive Plan or the Island County Code. Other Planning Department work, not involving amendments to the Comprehensive Plan or development regulations, are identified in the department's annual work program.

The Planning Department has prepared an Annual Review Docket for formal consideration by the BOCC and the Planning Commission. The Annual Review Docket was developed after consulting with the BOCC at several work sessions, and the proposed Docket was also discussed at the annual joint meeting of the BOCC and the Planning Commission. This memorandum is intended to provide a complete list of items the Planning Department believes should be placed on the 2013 Annual Review Docket along with a brief description of each proposed Docket item.

Proposed 2013 Annual Review Docket:

A summary has been provided below detailing each item on the 2013 Docket. Detailed staff reports, issue papers, and other materials will be provided to the Planning Commission and the BOCC as part of the formal review process throughout the year. With the exception of the amendment proposed by the Port of Coupeville, all of the Docket items listed below are required by State law, or are part of the Growth Management Act (GMA) mandated Comprehensive Plan update process.

Even though all of the items listed below must, by law, be addressed, the workload associated with the proposed Annual Review Docket and department work program still exceeds available Planning Department resources. Accordingly, proposed Docket items have been listed in order of priority, and high priority items have been identified as such.

1. Fish & Wildlife Critical Areas Update (Priority Item)

On January 25, 2013 the GMA Hearings Board formally determined that Island County failed to update the fish and wildlife section of our critical areas ordinance and issued a compliance order mandating that this work be completed by July 24, 2013. The GMA Hearings Board subsequently agreed to extend this deadline. Island County is now required to adopt updated fish and wildlife protection standards by July 24, 2014. The Planning Department has begun the process of addressing this issue by researching GMA requirements, reviewing related SMP work, and compiling "Best Available Science" (BAS) documents. Because a formal compliance order has been issued by the GMA Hearings Board, this item should be considered the highest priority for 2013.

2. 2016 Comprehensive Plan Update (Priority Item)

In accordance with the GMA, counties and cities are required to periodically review and update their comprehensive plans and development regulations. The GMA originally required counties and cities to complete a periodic update every seven years. Island County last completed a periodic update in 2005, making the deadline for completing this process 2012. However, in 2011, the Washington State Legislature modified this requirement and adopted a revised update cycle. Island County is now required to complete its periodic update on or before June 30, 2016 (RCW 36.70A.130(5)). Because this will likely be a lengthy process involving a high level of coordination with other municipalities and departments, it should be considered a high priority.

Planning & Community Development anticipates that it will be necessary for the BOCC and the Planning Commission to take actions on the following components of the 2016 Comprehensive Plan in 2013:

- a. Public Participation Plan & Preliminary Schedule

- b. County Wide Planning Policies & Population Projection
- c. Regional Growth Trends & Population Allocation

3. Greenbank Farm Master Plan Amendment

The Port of Coupeville submitted an application to amend the Master Plan that governs the use of their Greenbank Farm property. Planning and Community Development will need to review this proposal and forward a recommendation to the BOCC for consideration.

Action Requested:

Planning and Community Development respectfully requests that the Board of Island County Commissioners accept the proposed 2013 Annual Review Docket.