



# ISLAND COUNTY PLANNING & COMMUNITY DEVELOPMENT

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## ~ MEMORANDUM ~

**TO:** Island County Planning Commission  
**FROM:** Island County Planning & Community Development  
**DATE:** January 3, 2022  
**SUBJECT:** Discussion related to Work Plan & Docket Items:

- Work Plan & Docket Preparation Timelines
- Preliminary discussion of 2022 Annual Docket and Work Plan

### Background

This work shop is to review the schedule & gather input on the proposed 2022 work plan and docket.

### Work Plan & Docket Timelines

Per state law, a Plan amendment must be included on a docket before it can be considered by the Board of Island County Commissioners. To be reviewed for inclusion on any given annual docket, applications from the public must be submitted **before** August 1 of the prior year. *Applications received on or after August 1 of each calendar year shall be reviewed during the next annual docket cycle.*

All work plan requests will be considered on the same schedule as plan amendment applications, per ICC 16.26.060(A). The work plan may be updated more than once a year, with Board approval. If the work plan is modified mid-year, resources may need to be reallocated.

### REVIEW OF ANNUAL DOCKET APPLICATIONS/REQUESTS

DUE BY	PROCESS
July 31	CPA Applications due
September 1	List of all proposed amendments (public, Board, Planning Commission, or staff requests) presented to the Board & Planning Commission
October 1	Board and Planning Commission review the proposed docket items
November 30	Board determines the docketing request outcomes (include, exclude, or defer) <b>Board approval of docket by Resolution no later than the end of November</b>

At this time, Planning staff have not received any applications for Docket items from the public. The deadline for applications was July 31<sup>st</sup>. This meeting is to discuss and review all potential items for the work plan and docket. During the month of October, the Planning Commission will make a recommendation to the Board on items for the 2022 Work Plan and Docket. The Board will have until the end of November to approve the 2022 Docket, per ICC 16.26. The Work Plan may be approved earlier than, concurrently with, or following the approval of the Docket.

## **Proposed Work Plan & Docket Items for 2022**

### **Rollover 2021 Items**

- **Shoreline Master Program Update – WA Dept. of Ecology issued initial determination of consistency**
- **Housing Element Implementation**
  - **Develop Housing Implementation Timeline**
  - **Begin outreach on Mixed-Use RAIDs**
  - **Farm Worker Housing** (see enclosed map)  
**With the initial Farm Worker Housing Report and Draft Survey completed, the following four steps will be required to reach the goals in Housing Element – Action 4.**
    - **Develop Outreach Strategy and Revise Farm Worker Questionnaire**
    - **Implement Survey (both digital and hard copy)**
    - **Evaluate of Survey Results**
    - **Revise Farmworker Housing Code**
- **Clinton Gateway Implementation** (see enclosed map)
  - **Evaluation of Existing Zoning and Allowed Uses**
  - **Clinton – rezone work** (Docket item for 2023)
- **PBRs Program Update**
  - **Properties Serving Area-Wide Drainage Function** (add points Surface Water Buffer areas )
  - **Non-commercially timbered Forests** (review of Rural Forest lands/woodlots points and additions without harvest)
- **Accessory Dwelling Unit (ADU) code update**

### **New Work Plan Ideas for 2022**

- **Multi-department Work Plan Items** (Planning Commission review or recommendations not required)
  - **GIS**
  - **Web Forms**
  - **SmartGov**
- **Ebey's Landing National Historic Reserve**
  - **Phase II and/or III Code Updates**
  - **Inter local agreement**
- **Code Clean Up**
  - **ICC 16.19.140, Land Use, notices and procedures** (review of best practices)

- ICC 16.06.080 Lot combinations and BLC updates (review of best practices)
- ICC 17.03.035 Table C Rural Areas of More Intensive Development – Rural Service zoning permitted uses size limit
- **Rezoning Consideration for Ault Field Road** (see enclosed map)
 

A split zoned parcel on Ault Field Road, Oak Harbor – Residential/Oak Harbor – Highway Service Center, initiates consideration of a zoning change for the following contiguous parcels abutting the OH- HSC Zone.

  - Nichols Ware NW Properties LLC: R13327-492-2820, R13327-503-2680, R13327-487-2680
  - The White Stone, INC: R13327-502-2990
- **Permitting Fee Schedule update**

Review current fees, update fee schedule to reflect current rates
- **AICUZ Noise Zone Overlay update** (see enclosed maps)
 

The AICUZ Noise Zone Overlay has been updated by the Navy to include an increased number of flights and the effects of equipment updates at Ault Field and Outlying Landing Field Coupeville. The Navy’s EIS has been challenged in the courts and the current overlay will possibly be revised. This can be addressed in the 4<sup>th</sup> Qtr of 2022 as an ‘end of year’ revision.

**Enclosures:**

- Staff Recommended Items for 2022 Work Plan and Docket

**Additional Online Resources Related to Items in this Memo:**

- 2021 Work Plan project pages - <https://www.islandcountywa.gov/Planning/Pages/WorkPlan.aspx>
- Comprehensive Plan Amendments & Development Regulations Amendments Application Handbook - <https://www.islandcountywa.gov/Planning/Documents/CompPlan/CPA-Handbook.pdf>