



ISLAND COUNTY PLANNING & COMMUNITY DEVELOPMENT

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~ MEMORANDUM ~

TO: Planning Commissioners

FROM: Island County Planning & Community Development

DATE: October 18, 2017

SUBJECT: Workshop Items - Staff will brief the Commission on projects and initiatives:

- Discuss Housing Element Update
- Draft Freeland development Regulations

WORKSHOP ITEMS

HOUSING ELEMENT UPDATE

Planning Department is in the beginning stages of updating the Housing Element. The Department has contracted with a consulting team to help undertake this project. Staff will be presenting the first two steps of this project to the Planning Commission.

PUBLIC INVOLVEMENT PLAN (see attached)

The Housing Element is an opportunity to engage in a broad community conversation about the perception of housing issues and the County's current housing needs. Engaging with residents, businesses, nonprofit organizations, service providers, and other key stakeholders will allow the County to gather feedback and input on analysis, policy recommendations, and the updated Housing Element. Broadview Planning is the sub-consultant for the project that will be managing the public outreach component of the update. In consultation with staff, they have developed a Public Involvement Plan that will coordinate all outreach efforts to inform the housing policy updates. A public involvement plan is an essential tool for sound project management and its core purpose is to identify strategies and methods to inform stakeholders of program goals, timelines and outcomes. The outreach will be conducted in four stages, a stakeholder scan, community survey, focus groups, and public outreach. The first stage is described in the paragraph below, and the second stage is currently underway with about 1,500 survey responses thus far.

STAKEHOLDER SCAN (will be provided before Friday)

Key stakeholders are individuals who have interest and influence in the project. These are people that will be communicated with in a variety of channels and with a myriad of messages throughout the lifetime of the outreach process. During the week of October 2nd, Broadview Planning with some

assistance from staff, conducted five stakeholder meetings consisting of groups of 2 to 9 people. The groups encompassed Housing and Community Service Providers, Large Employers, Conservation Districts, and School Districts. The feedback received from these meetings will be summarized by Broadview Planning in a memorandum, to be provided to the Commission before the end of this week.

DISCUSS FREELAND CODE UPDATE

Staff will give an update to the Planning Commission on the status of the draft code concepts for parking, landscaping, and signs. The draft sections will be posted to the county website and a link will be provided to the Planning Commission.

PARKING

The purpose of this chapter is to provide adequate parking for all uses allowed in this title, to reduce demand for parking by encouraging alternative means of transportation including public transit and bicycles, and to increase pedestrian mobility by:

1. Setting minimum and maximum off-street parking standards for different land uses and districts that assure safe, convenient and adequately sized parking facilities;
2. Recognizing that developed properties are likely to support a variety of different uses over time; and
3. Providing for parking and storage of bicycles.

Number of Required Parking Spaces

The Freeland code refers to ICC 17.03.180(Q) for the number of lots that are required, with two additional notes for additional flexibility:

1. On street parking (up to two spaces) may count towards the required number of parking spaces for developments that require 5 or less parking spaces.
2. Off-site parking. If adequate and available, off-site parking may be provided within 300 feet with a signed and recorded agreement of the property owner.

In addition, a shared parking calculation is proposed for Freeland.

Other sections of this code include:

- **Off-Street Bicycle Parking**
- **Parking Lot Locations** - This section identifies permitted parking locations per zone, and provides design standards for each frontage type to ensure that development relates to the street and meet community design objectives. The location and design of parking areas largely determines the character of an area and the quality of the pedestrian environment. These standards are intended to provide for a range of parking types that will reinforce the desired character of Freeland's streets and residential neighborhoods over time as areas develop and redevelop.

Table 17.06.350.E.1 - Parking locations allowed by zoning district.						
I = Parking location allowed in the district						
Parking Type	LD	MD	BV	BG	NM	IND
Single Family, Front or Alley-Loaded	I	I				
Surface Lot, Rear ⁽¹⁾		I	I	I	I	I
Surface Lot, Side		I	I	I	I	I
Surface Lot, Front		I ⁽²⁾		I	I	I
In-Structure ⁽³⁾		I	I	I	I	I
Notes: 1. Preferred surface parking type in the Business Villager district properties that front along Main Street 2. Not allowed for Cottage Housing 3. Only allowed for commercial, mixed-use, and multi-family development						

LANDSCAPING & SCREENING

The purposes for landscaping and screening standards are:

- a. To preserve and enhance the natural environment and aesthetic qualities of the county;
- b. To preserve and enhance the appearance, character and value of surrounding properties;
- c. To minimize the visual impacts of developed parking areas;
- d. To provide cover, corridors, and habitat for wildlife;
- e. To minimize the negative impacts of erosion, noise and air pollution, wind and glare; and
- f. To ensure Compatibility of non-residential uses with residential uses; Buffers between incompatible land uses; Screening of objectionable light; Softening of building masses; To attenuate and contain noise; Preserving privacy; Attractive appearance along county roads; and Enhancement of the quality of life and general welfare.

The director may waive or relax these provisions in the Village Core zones depending on the type of use, number of anticipated employees and customers, and the site's physical context. The greater numbers of employees and/or customers and the higher visibility levels warrant a greater application of landscaping and screening standards.

Sections include:

- **General Provisions** - Regional native vegetation should be retained to the extent possible and also used to supplement existing vegetation.
- **Development and design standards** - Service element location and design (trash & recycling), Utility meters, conduit, etc., and Mechanical equipment
- **Plant material and installation standards**
 - *Native and naturalized plant species* - Consideration of soil type and depth, the amount of maintenance required, spacing, exposure to sun and wind, the slope and contours of the site, compatibility with existing native vegetation preserved on the site, water

conservation where needed, and the impact of landscaping on visibility of the site for purposes of public safety and surveillance

- o *Tree, shrub, & ground cover standards and guidelines* - minimum caliper, minimum height at the time of planting, spacing, diversity, and installation standards

• **Landscaping and screening types** - Staff is still working with the consultant on the landscaping and screening section, but the section is organized by screening types, currently identified as those shown below (may change).

(A) Type A landscaping – a “living screen” - function as a full screen and visual barrier.

This type shall function as a full screen and visual barrier. This type is typically found between residential and nonresidential areas and to screen unwanted views.

(B) Type B landscaping – a “filtered screen” - functions as a visual separator.

This landscaping is typically found between differing types of residential development, and to screen unwanted views from the pedestrian environment.

(C) Type C landscaping - a “see-through screen” - functions as a partial visual separator to soften the appearance of parking areas and building elevations.

This landscaping is typically found along street frontage or between multi-family developments.

(D) Type D landscaping – all others - may include any combination of plant materials provided they comply with the plant materials standards.

• **Landscape buffers** - Screening between certain uses may be called for in the table below or elsewhere in the code in conjunction with a variance or conditional use permit. Letters in the table below indicate the Landscape Type indicated above. The numbers refer to minimum buffer width.

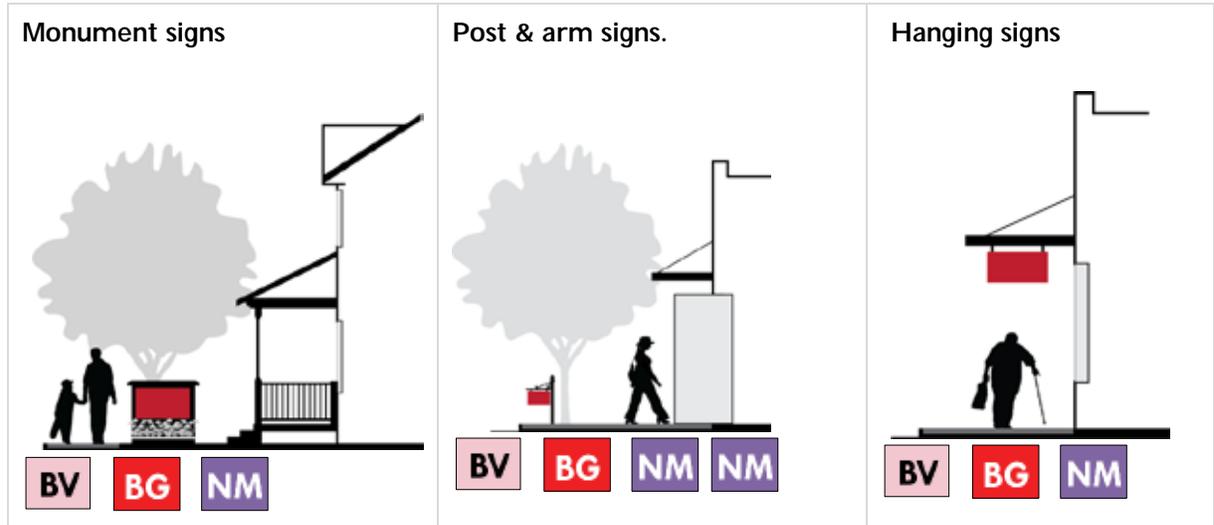
Table 17.06.360(F) Required landscape buffer types and widths by proposed use and abutting zones.					
Developing use	Existing abutting zoning districts				
	LD	MD	BG	NM	IN
Multi-family	(A) (B) 20 Û		-	(A) (B) 20Û	
Low intensity non-residential use	(A) (B) 15	(A) (B) 10Û	-		
Moderate intensity non-residential use	(A) 20	(A) (B) 15Û	-		
High intensity non-residential use or outdoor storage	(A) 25	(A) (B) 20Û	(A) (B) 10Û	(A) (B) 10Û	(A) (B) 10Û
Industrial	(A) 30	(A) 30	(A) 30	(A) (B) 20Û	(A) (B) 10Û

NOTE: Where a Û departure symbol appears, alternative buffer treatments may be approved, provided they meet the intent.

SIGNS

It is the purpose of this section to supplement Island County Code sign regulations, ICC 17.03.180.R, with additional standards for the Freeland NMUGA. Sign regulations include wall signs and freestanding signs, with requirements also specified for non-conforming signs.

Examples of sign types & zones allowed:



Enclosure:

- Housing Element Update – Public Involvement Plan