

**ISLAND COUNTY PLANNING COMMISSION
SUMMARY MINUTES, COMMISSIONER'S HEARING ROOM, COUPEVILLE, WA
FRIDAY, FEBRUARY 22, 2008**

	Members Present	Members Absent
District 1		Val Hillers
	Ray Gabelein	
	Mike Joselyn	
District 2	Sheilah Crider	
		Bill Massey
		Alan Schell
District 3	Wayne Havens	
	Deb Eidsness by video link	
	Scott Yonkman	

Public Workshop – 2008 Annual Joint meeting with the Board of County Commissioners and Hearing Examiner

Present: John Dean, Chairman, Wm. L. McDowell, Member, Phil Bakke, Member, Michael Bobbink, Hearing Examiner, Keith Dearborn, Attorney at Law

Staff Present: Jeff Tate, Planning Director, Chris Wilson, Assistant Planning Director

Commissioner Dean called the meeting to order and turned it over to Jeff Tate, Planning Director, for presentation of the 2007 Work Plan. (GMA Record #9775)

Jeff Tate provided a review of 2007 as follows:

2007 – The Year in Review

■ **Permits**

Building Permits

	1999	2000	2001	2002	2003	2004	2005	2006	2007
SFR's Avg. 613	589	568	568	540	616	653	710	659	500 (-113)
WI Avg. 385	352	350	350	330	367	397	486	446	333 (-52)
CI Avg. 228	237	218	218	210	249	256	224	213	167 (-61)

	1999	2000	2001	2002	2003	2004	2005	2006	2007
BP's Avg. 1,980	1,789	1,912	1,912	1,971	2,106	1,730	2,418	2,006	1,922 (-58)
WI Avg. 1,335	1,241	1,334	1,334	1,334	1,388	1,049	1,579	1,407	1,418 (-83)
CI Avg. 646	548	578	578	627	718	681	839	599	504 (-142)

Land Use Permits

	1999	2000	2001	2002	2003	2004	2005	2006	2007
BLA Avg. 61	54	55	79	65	54	49	64	69	48 (-13)
Subdivision Avg. 32	28	51	29	30	32	24	26	37	61 (+29)
Shoreline Avg. 82	50	32	104	78	72	86	90	146	93 (+11)
Other Avg. 241	131	156	249	357	343	258	222	215	238 (-3)
Total Avg. 420	263	294	461	530	501	417	428	467	440 (+20)

Subdivision Permits

	1999	2000	2001	2002	2003	2004	2005	2006	2007
Short Plats Avg. 45	18	41	46	54	52	50	41	56	103 (+58)
Long Plats Avg. 20	26	0	0	0	0	24	85	24	7 (-13)
Total Avg. 65	44	41	46	54	52	74	126	80	110 (+45)

Jeff Tate explained the last 4-6 months shows a significant decline in single family residential development. It is reflected in the departments' 2008 budget, some positions were eliminated through attrition and those came out of building because of these trends.

Subdivisions are way above the average in 2007. While there was a decline in building permit issuance there was also an increase in the average for new lot creation.

The numbers above show all applications that have been completed – primarily a mix of 2006 - 2007 applications.

Permits – Hearing Examiner

- 31 Cases Heard by the Hearing Examiner
- 15 Appeals
 - 7 Appeals of Enforcement Actions
 - 4 Appeals of SEPA
 - 4 Appeals of Land Use Permits
- 16 Land Use Permits
 - 5 Long Plats
 - 5 Site Plan Reviews
 - 2 Critical Area Alterations
 - 2 Planned Residential Developments
 - 1 Plat Alteration
 - 1 Rezone
- 10 of these cases remain open/pending

Long Range Planning

Wetlands

- Finalization of Phase II BAS Report
- May – Release of Public Review Draft, Countywide Mailer, and Public Workshops
- June – Release of Revised Draft
- State Agency, Peer, and Environmental Review
- November – Countywide Mailer, Planning Commission Hearings, Transmittal to BICC

Mr. Tate explained the progress to date of the Critical Area Ordinance Wetland Update, discussing the public outreach efforts, the peer review efforts, with a final draft forwarded to the Planning Commission in November. Ultimately the Planning Commission transmitted a recommendation in December to the BICC. The ordinance is currently before the Board.

Freeland Sub Area Plan

- Preparing a draft for public review
- Scoping of EIS
- Preparation of EIS
- Public Review of EIS
- Planning Commission Hearings
- Transmittal of Sub Area Plan to BICC
- December 10 – Board adoption of Plan and Designation of Freeland as an NMUGA

He advised that the Freeland Sub Area Plan was another significant accomplishment for 2007. Both the Freeland Sub Area Plan and the Critical Area Ordinance Wetland Update represent a significant amount of work by the Department and the Planning Commission.

The Board adopted the Findings of Fact for the Freeland Sub Area Plan and designation of Freeland as a Non-Municipal Growth Area in February of 2008. What happens next will be discussed in the review of the 2008 work plan.

Unfinished Business

- Right of Way Segregations (Findings to be transmitted to Planning Commission)
- Rezone Applications (Findings Transmitted to Planning Commission)
- Accident Potential Zones (Under Review by Oak Harbor)
- Population Projections/Urban Growth Areas (Under SEPA Appeal)

Mr. Tate provided an update on the above items carried over from previous Annual Review Dockets. The Right of Way Segregations and Rezone Applications will be heard at the next Planning Commission hearing. Accident Potential Zones will be before the BICC in February and the Population Projections/UGA appeals are scheduled to be heard in June.

Resource Enhancement

- First full year
- Awarded a total of \$613,000 in grant funds in 2007
- Managed a total of \$1.64 million in grant funds
- Total of 7 grants managed through REP

Jeff Tate advised that the previous Resource Enhancement Manager, Chris Wilson was promoted to the Assistant Director of the Department. Chris began the program in 2006 with a Surface Water Quality Monitoring Program. Then as the organization unfolded, Salmon Recovery, Non-Point Pollution Prevention and all the grant work became housed in Resource Enhancement.

2007 was the First full year. In 2007 the Department was able to procure an additional \$613,000 in grant funds through various grants applied for. The total amount being managed through that office is 1.64 million dollars; 7 grants with some County matches mixed in.

Water Quality Monitoring

- Completed First Year of Monitoring
- Data being analyzed by Statistician
- Began compliance assessments and source identification monitoring
- Quality Assurance Plan

Purple = 24 reconnaissance basins
Identified because they have a significant environmental feature in the basin or they may have a significant potential threat, such as existing water quality data from the past that didn't constitute a whole season of data collection, so it needed to be explored further.

Yellow = Agricultural basin / Monitored for 5 years to collect baseline data

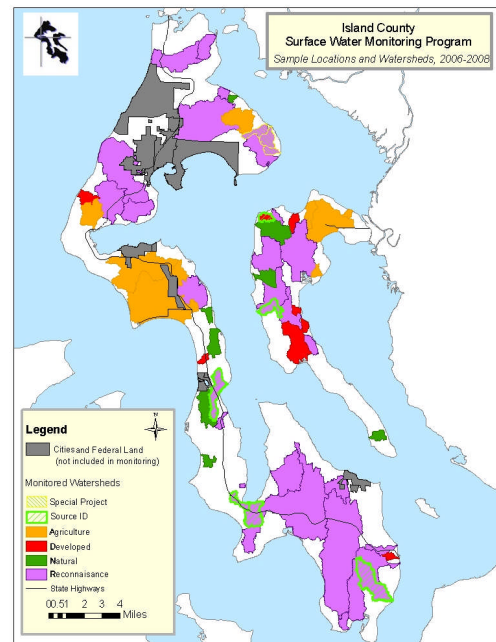
Red = 8 Developed basins / Monitored for 5 years to collect baseline data

Green = 8 Natural basins / Monitored for 5 years to collect baseline data

Commissioner Phil Bakke asked if the quality assurance plan had any peer review.

Jeff Tate explained the Department of Ecology would peer review the quality assurance plan if it is subject to a grant, such as Holmes Harbor, but DOE is not a resource that is available to review every quality assurance plan.

Chris Wilson stated he has been working with the Department of Ecology to get the Water Quality Assurance Plan approved. The original was sent to them in 2006, it was then modified based on their feedback and they are currently reviewing it.



Without the grant implication there is no methodology for DOE to provide written approval. He stated there are currently two different grants funded by DOE and the Department has sent three quality assurance plans, hoping they will be able to read all three and provide some kind of approval.

Commissioner Bakke stated Ecology, through Puget Sound Partnership and other efforts want local governments to do water quality monitoring across the State of Washington, he thought they would want to be involved in the QA plans so that they can rely on the data that is being submitted. He stated it was troublesome that they would only review it in the cases that they have a grant tied to it.

Commissioner McDowell stated that Puget Sound Partnership was rather new and maybe that could be a work product of that partnership to assign that to Ecology.

Jeff Tate stated it was already something that the Department has raised in their conversation with Puget Sound Partnership regarding the Whidbey Action Area. There have been a few of these quality assurance plans prepared by Chris' group. They require a lot of work to complete and Ecology has provided some feedback on the non-grant plans but to get the final written approval, the Department is trying to use the grants to leverage against the other quality assurance plan.

Mr. Tate then provided an overview of some of the equipment being used, such as flow monitoring equipment and water quality monitoring equipment. There are certain parameters that are being monitored and some of those can be monitored at the site with some of this equipment.

A lot of these parameters exist in the natural environment. The purpose of being in some of these basins for five years is to understand the background level that you normally see, so if fecal coliform is your issue and you see 200 in a certain basin and that is above a threshold, you could compare that level to what would be found in a natural basin in order to understand the difference.

Ray Gabelein asked if the people who will be doing this work have the recognized credentials or degrees that qualify them to meet Best Available Science that would be recognized in a court.

Jeff Tate stated it was a combination of background and facts. Getting the Department of Ecology to approve some of the quality assurance plans is key. This will give the Department a State Agency behind it. The staff doing the work is trained to do the work and they have the qualifications to do the work.

Chris Wilson stated the Resource Enhancement group is comprised of people with science degrees, but that you are largely reliant on the quality assurance plans and the methodologies that are clearly written out. You have written documentation of how you will physically fill that cup of water and how you will clean that cup that you just filled water in.

Hearing Examiner Michael Bobbink stated that anyone can challenge the credibility of scientific information and decision makers are used to hearing those kinds of arguments and resolving

them. Some proof that your machines are capable of accurately doing what they are designed to do and some kind of methodology is going to make pretty strong evidence.

Holmes Harbor Shellfish Protection District

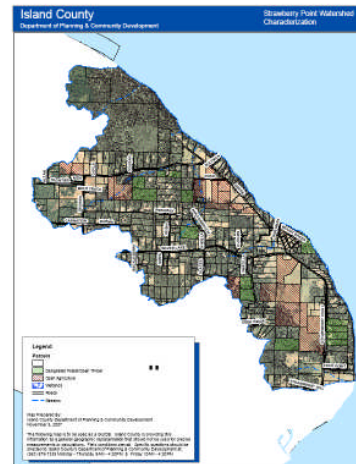
- Formation of District/Adoption of Strategy
- Procurement of Grant - \$288,000 (DOE)
- Outreach and Education
- Began working in District
- Development of Quality Assurance Plan
- Compliance and Risk assessment (Windshield Survey, Permit Research)
- Installed Doggie-Pot Stations



Mr. Tate advised there is a non regulatory group that is working on an outreach strategy in dealing with the different types of potential sources of fecal coliform; pets, wildlife, septic systems, AG and stormwater. They are focused on trying to come up with the best mechanisms for reaching out to different populations and how to get information out to them and why it is important to clean up pet waste after your dog or cat.

Strawberry Point

- Procurement of Grant – \$210,000 (Salmon Recovery Funding Board)
- First Year of Implementation
- Outreach and Education
- Began data collection and processes analysis
- Completed Watershed Characterization
- Working with Partners to develop Strategies to protect, acquire or enhance properties containing valuable habitats or functions



Jeff Tate explained they are trying to get the word out to the people that live in this area that they are living in an area that is very much intact at least in the nearshore area. This area is an important, very productive nearshore environment and it's an educational effort to try to keep it that way. Through that process a characterization report has been put together, that characterizes activities that are occurring within the Strawberry Point area and ultimately the grant, which is a partnership grant with Whidbey Camano Land Trust, The Conservation District and other partners to get out and do education and outreach.

Chris Wilson pointed out that this is the second watershed characterization created around a salmon recovery grant. Typically in the past that work has been farmed out to contractors and it is now a capacity that is being built in-house.

Ala Spit

- Grant Funded - \$190,000 (SRFB)
- Nearing completion of geomorphic & habitat analysis
- REP staff created watershed characterization
- Recommendations to be released in April

Camano Non-Point Pollution Plan (DOE)

- Completion of Non-Point Plan
- Adopt-A-Stream Foundation
- Elementary School Curriculum
- Our Islands, Our Water
- DVD (Shoreline living)
- Continued work toward fulfillment of recommendations in Plan

Mr. Tate discussed a grant that was closed out in 2007, The Camano Non-Point Pollution Plan Grant administered and provided to the County by DOE. A lot came out of this grant; it started in January 2007 with the Board adopting the Camano Non-Point Pollution Prevention Plan. The Board sat down with the citizen committee that worked on this, resulting in 54 non-point pollution recommendations. The Department is monitoring the progress on each of the recommendations. These recommendations are non regulatory in nature and focus on agricultural activities, household practices and recommendations on how to get the word out on proper practice on property to eliminate or reduce non-point pollution impacts. Of the 54 recommendations 30 are complete or in the process of being completed.

An example of one of the recommendations was purchasing car washing equipment that will allow charity car washes to utilize this equipment to install in catch basins in the parking lot that will trap the soaps and sediments that would normally wash into the surface water system. Through the grant four of these were purchased and the Department will now be working at getting the word out that they are available.

Watershed Integration Grant

- \$50,000 grant (DOE)
- Hired Grad student to help with project
- Assessment of Gaps in watershed planning throughout WRIA 6
- Forming recommendations for improvement
- Assessment of community needs related to watershed issues.

Lead Entity Grant - \$50,000 (DFW)

- Coordinates local Salmon Recovery efforts
- Local process for Salmon Related Grants
- Developing local Database to compile information related to projects
- Assumed responsibility for writing summary reports for WSU Beachwatcher seining activities

Holmes Harbor Storm Water Grant - \$75,000 (DOE)

- Acquired Grant Funding
- Intended to reduce pollutants related to stormwater in Holmes Harbor

Other Activities

- Applied for Grants in Rocky Point & Kristoferson Creek
- Supports efforts related to Critical Area Update
- Partnering with other watershed groups to improve water quality & other resource protection actions.

2008 – Moving Forward

Operational Changes

- Full time Camano Planner – Enforcement, Critical Areas and Planning
 - Improved service for Camano
 - Regains approximately 216 hours/5.4 weeks of labor (Eliminate 6 trips per month @ 3 hours per trip = 18 hours per month * 12)
- Second Critical Areas Planner – Hired
- Temporary Water Quality Specialist – Expected to be hired in March/April

Training

Staff Training - 2008

- Quarterly Curriculum
- Invitations to other departments
- Invitations to Commissioners

Planning Commission Training - 2008

- April – 2008 Legislative Overview
- May – Parks Planning
- June – Affordable Housing
- July – Water Quality Monitoring
- August – Salmon Recovery
- September – Non-Point Pollution Prevention
- Last Quarter – Permitting, GIS, Enforcement

Current Planning – 2008

- Implementation of Wetlands Ordinance
 - January thru June – Preparing for Implementation (training, applications, monitoring tools, outreach)
 - July thru December – Implementation of Ordinance
- Implementation of AG BMP Ordinance?
- Land Use Permits

Michael Bobbink requested a legislative history file when ordinances are adopted in order to review when cases of how to interpret these issues come up. It would be nice to have the staff reports to the Planning Commission, the minutes of the Planning Commission, the minutes of the Board etc. all in one place for easy access.

Keith Dearborn stated from 1999 on there is a complete index, by subject of all the files for the Comp Plan update and all the zoning and land use updates, including this wetland update.

Mr. Bakke stated that the index became live online a couple of months ago. Any member of the public can search the index and access those files on the Planning Department webpage.

Building – 2008

■ Building Permits – CWHRC Review

Jeff Tate stated one of the things the Department is doing in the Ebey's Landing National Historic Reserve is to have a packet of materials available for land owners who are building in this area. It assembles existing materials; an explanation of the process, any developmental information bulletins etc.

The Historic Review Committee meets every other week.

Long Range Planning – 2008

Planning Commission's Annual Review Docket

- By March 1, 2008 the Department Forwards the List of Applications Submitted
 - Camp Casey – Existing Master Planned Resort
 - Affordable Housing
- By April 1, 2008 the Department and Board Shall Review the List
- By May 1, 2008 the Department Forwards Staff Reports to Planning Commission
- Docket Schedule
 - May 13, 2008 Public Meeting (Coupeville)
 - May 27, 2008 Public Hearing #1 (Coupeville)
 - June 10, 2008 Public Hearing #2 (Coupeville)
 - June 24, 2008 Deliberations (Coupeville)

Freeland

- Assembling an Advisory Group
- Developing the Land Use Regulations
- Drafting other elements of the Plan (Parks, Transportation/Circulation, Affordable Housing, Economic Development)

Fish and Wildlife Regulations

- Best Available Science Review
- Review of Other Jurisdictions
- Drafting the Amendments
- Public Outreach
- SEPA Review
- Planning Commission Review
- Board of Commissioner Review

Items Carried Over From Prior Years:

- Accident Potential Zones
- Right of Way Segregations
- Population Projections and UGAs
- Rezone Application
- Business Storage Facilities

Affordable Housing

- Symposium in spring
- Development of a Strategy
- Coordinating Partnerships

Long Range Planning - 2008

- Clinton – work to look at the park, and meet with some of the people involved in the Clinton process who want to determine how to move forward
- Camano Gateway – there is a desire along SR532 for a highway corridor overlay
- Parks – the Planning Department was assigned the responsibility of the parks system. The parks plan is out of date and will need to be updated.

Resource Enhancement – 2008

- On-Site Septic System Certification Class
- Holmes Harbor Shellfish Protection District
- Water Quality Monitoring
- Achieving Environmental Compliance
- Wetland Vegetation Monitoring
- Strawberry Point and Ala Spit
- Holmes Harbor Storm Water
- Watershed Integration
- Salmon Recovery

On-Site Septic System Certification Class

- January to March – Coordination with Island County Health
- February to April – Developing a Curriculum
- March to May – Developing Educational Materials and Planning on-site demonstration site(s)
- May – Conduct Pilot Training Course
- May to June – Advertising Availability of the Program Countywide
- June – Begin Issuance of Certifications
- Up to 7,000 citizens eligible for the training

Holmes Harbor Shellfish Protection District

- Continue to refine public outreach strategies for septic, pet waste, storm water, agriculture
- DOE approval of Quality Assurance Plan
- Expand Monitoring Effort to include 12 sites

Water Quality Monitoring Program

- Continue Monitoring in Baseline Basins (Red, Orange and Green)
- Additional Reconnaissance Basins
- Expanded monitoring into 7 Source Identification Basins
- Commence flow monitoring

Jeff Tate explained monitoring was expanded into 7 additional source identification basins. The data collected showed early indications of an issue with some parameter and therefore the data collection efforts were broadened to include areas where the streams Y to try to isolate sources of potential pollution. Flow monitoring will also be commenced this year in those basins.

Resource Enhancement - 2008

- Received Achieving Environment Compliance Grant
- Prioritized watersheds with problems
- Creation of Quality Assurance Plan
- Beginning compliance assessments and source identification monitoring

Wetland Vegetation Monitoring Program

- Refine the field monitoring protocols
- Develop a Quality Assurance Plan
- Develop a database for tracking information
- June – First cycle of monitoring

Strawberry Point

- Continued outreach to involve community in project
- Continue working with partners to craft protection, acquisition or stewardship strategies
- Continue creation of project plan

Ala Spit

- Evaluate future options for long-term protection of Ala Spit

Holmes Harbor Storm Water Grant - \$75,000 (DOE)

- Intended to reduce pollutants related to stormwater in Holmes Harbor
- Developing Plans to construct a low impact development (LID) demonstration site
- Demonstration Site will be model for local community now designated as Non-Urban Municipal Growth Area
- Craft Education and Outreach Program

Watershed Integration

- Finalize report recommendations
- Conduct community assessment

Salmon Recovery

- Administer/manage watershed capacity funding
- Continue to populate habitat database

Parks – 2008

Complete Transition

- Tour and inventory properties
- Outreach to other land managers
- Create parks strategy
- Budgetary discipline
- May – Park Summit

Parks Plan

- 1998 Plan is Out of Date and Only an Inventory of Lands in the System
- Holistic Approach to Parks and Recreation
- Identify Service Levels
- Identify pilot projects for completing park specific management plan
- Develop strategy for individual park management plans throughout county

Camano Island

- Cavalero Boat Ramp
- Utsalady Boat Ramp
- Dry Lake Trailhead
- Iverson

North Whidbey

- Ala Spit
- Coronet Bay

Central Whidbey

- Libby Beach

South Whidbey

- Deer Lake
- Lone Lake

Mr. Tate explained the above properties are identified in the Real Estate Excise Tax Budget as specific sites for having improvements in 2008. These are not the only properties that will be looked at but they are the ones that are specifically identified in 2008 budget.

Technology Development – 2008

- RFP for Permit Tracking
- Advancement of GIS
 - GPS for Mapping
 - Maintaining Wetland Maps
 - Archaeological MOU
- Webpage Development
 - Overhaul and Maintenance Schedule
 - Parks Addition

Chairman John Dean asked if there were any comments or questions.

Commissioner McDowell stated he would like to thank the Planning Commission for their volunteer work.

Hearing Examiner Michael Bobbink stated he had some general comments. He stated he wanted to let the Board know the ordinances were working well. There have been major changes in the last five or six years and he wanted the Board to know the work is being done well, the ordinances are clear and coordinated with very few problems. He stated that he sees other jurisdictions and deals with their land use and wanted to give kudos to the Planning Department.

Chairman Dean adjourned the meeting at 12:25 p.m.

Respectfully submitted,

By Paula Bradshaw
Administrative Assistant