



PLANNING COMMISSION

SUMMARY MINUTES

APRIL 24, 2023

APPROVED AS WRITTEN

 5/8/2023

Steve Schwalbe, Chair

APPROVED WITH NOTED
CORRECTIONS

Steve Schwalbe, Chair

**ISLAND COUNTY
PLANNING COMMISSION SUMMARY MINUTES
APRIL 24, 2023
WORKSHOP**

To hear the Planning Commission's full discussion of a specific topic, or the complete meeting listen to the audio stream available [HERE](#)

CALL TO ORDER:

(Approximate recording timestamp: 00:00:04/00:52:23)

Meeting called to order at 2:00 pm

ROLL CALL:

(Approximate recording timestamp: 00:00:21/00:52:23)

Present:

District 1 – Margaret Andersen, William Criswell, Kristi Lovelady

District 2 – Steve Bristow, Darin Hand

District 3 – Steve Schwalbe, Fred Kiga

Absent:

District 1 –

District 2 –

District 3 – Paul McCausland

Planning & Community Development Staff Present: John Lanier, Long Range Planner; Lucas Clark, Long Range Planner; Layla Tromble, Program Coordinator

APPROVAL OF MINUTES:

(Approximate recording timestamp: 00:00:52/00:52:23)

Motion made and seconded to approve minutes. Motion passed 5 yeah and 2 abstentions

ITEMS FROM THE PUBLIC– UNRELATED TO TOPICS ON THE AGENDA

(Approximate recording timestamp: 00:01:22/00:52:23)

No public comment

DIRECTOR'S REPORT

(Approximate recording timestamp: 00:02:32/00:52:23)

No director's report

WORKSHOP

(Approximate recording timestamp: 00:02:45/00:52:23)

Long Range Planner John Lanier presented on proposals for the Public Participation Plan for the upcoming periodic update to the Island County Comprehensive Plan. The slides for the presentation can be found [here](#).

Informational Presentation Included:

- ICC 16.26.090 sets out the Comprehensive Plan periodic review and update procedures:
 - A. The periodic review cycle is established in accordance with RCW 36.70A.130. The periodic review docket shall include:
 - 1. A comprehensive review to provide for a cumulative analysis of the twenty year plan and its implementing regulations based upon official population growth forecasts and other relevant data in order to consider substantive changes to planning policies language, and changes to the urban growth areas
 - 2. Items deferred by the Board of County Commissioners in a prior year to be placed on the periodic review docket
 - 3. County priority review and update items that can be reasonably reviewed within the staffing resources and operational budget allocated to the Department by the Board; and
 - 4. Items identified for review and updates due to legislative changes, as identified on the Department of Commerce periodic review checklist.
 - B. The periodic review docket shall be separate from the annual review docket; the dockets may, however, be considered concurrently as per section 16.26.050(D).
- The 2016 comp plan update public participation plan was adopted in 2013 with the following goals:
 - Ensure broad participation by identifying key interest groups, soliciting input from the general public, and ensuring that no single group or interest dominates the process.
 - Maintain effective communication with municipalities through direct outreach and coordination.
 - Provide equal opportunities for public participation in each of the four Island County planning areas (South Whidbey, Central Whidbey, North Whidbey, and Camano Island).
 - Accommodate budgetary and staffing constraints by ensuring that public participation resources are focused on those elements of the update process likely to be of the greatest interest to the general public.
 - Make use of communication technologies to efficiently distribute information and post notices.

- Notify the public of all meetings, hearings, workshops, and legislative actions.
- The 2016 Public Participation Plan used a variety of methods of engagement including:
 - Public Workshops
 - Public Hearings
 - Island County Planning & Community Development Website
 - Intergovernmental Working Groups
 - Technical Advisory Groups
 - E-mail List
 - Issue Papers
 - News Releases
 - Council of Governments
 - Board of County Commissioners Work Sessions
 - Planning Commission Work Sessions

Discussion included:

- Discussion was held on focusing discussion with the public on specific areas of interest to encourage engagement
- Discussion was had about how technical advisory groups will be formed and that many would be welcomed to those boards as Long Range is looking for as much feedback as they can get.
- Commissioners reiterated the desire for joint sessions with the Board of County Commissioners to clarify points on the Comprehensive Plan
- Commissioners encouraged staff to indicate what meetings it would be helpful for Commissioners to attend.
- Discussion was held around the wide variety of stakeholders and areas that impact the comprehensive plan. Commissioners note it would potentially be useful to hear from parties involved in transportation, housing, Ebey's Reserve and many other parties.
- Discussion was held around how legislation at the state level will impact the Comprehensive Plan and how to incorporate state law into the Comp Plan.
- Commissioners suggested integrating Forest practices and DNR more completely into the Comprehensive Plan.
- Staff indicated Public Works may be working on some of their Forest Practice code and if they do bring something forward it will probably come before the Planning Commission
- Discussion was held on how to capture non-traditional housing and non-authorized housing within the Comp Plan analysis and how those issues impact resources and emergency services going forward.
- Commissioners suggested ensuring a holistic look at traffic and transportation in the Comp Plan update.
- Discussion was held on how the Comp Plan update will be handled one element at a time allowing focus on each area individually

- Discussion was held on how much of Staff time will be taken up with the Comp Plan versus other Docket items. Staff indicated there is intention to hire a temporary Long Range planner solely to work on the Comp Plan update as well as outside consultants for certain elements.
- Discussion was held on the impact of private airfields within the County and how the Comp Plan looks at those.
- The Ferry and WSDOT were indicated as potential stakeholders in the Comp Plan.
- Commissioners observed the importance of including employees who work on the islands in the discussion around Comp Plan updates.
- Discussion was held around the type of public notice used to engage the public and encourage feedback and using language that will draw people in to the discussion.
- Discussion was held on the impacts of Covid on public interaction and engagement and needing to use means of outreach that reflect the changes since 2016.
- Next steps will include finalizing County Wide Planning Policy and Public Participation Plan
- Substantial size RAIDS in the county have unique needs and holding public meetings in those locations may be helpful.
- Discussion was held around how modeling for buildable lands may or may not be useful for Island County. Discussion included the impact of short term rentals.
- Discussion was held around how the Comprehensive plan deals with ongoing and current issues, particularly around forest practice.
- Discussion was held around potential local news coverage to help inform the public that the Comp Plan update is ongoing.

ADJOURNMENT

(Approximate recording timestamp: 00:52:02/00:52:23)

Meeting adjourned at 2:52 pm