



# PLANNING & DEVELOPMENT SERVICES

DALE PERNULA, AICP, DIRECTOR

JACK MOORE, CBCO, BUILDING OFFICIAL

---

## MEMORANDUM

**To:** Board of County Commissioners  
**From:** Planning and Development Services  
**Date:** March 12, 2013  
**Re:** 2012 Comprehensive Plan Amendments (CPAs) Docket Process

---

Planning and Development Services (the Department) received two timely applications in the 2012 Comprehensive Plan Amendment (CPA) cycle; one of which proposes to amend the Skagit County Comprehensive Plan Land Use and Zoning map by modifying a city urban growth area boundary; and the other by incorporating a document into the Comprehensive Plan. They are:

- NC-1 City of Anacortes, map amendment proposal (PL12-0258); and
- C-1 Skagit County Parks and Recreation Department, document incorporation by reference, (PL12-0268)

The Department is also proposing three county-initiated Comprehensive Plan Land Use and Zoning map, and/or policy amendments:

- C-2 Proposal to designate and zone four parcels, approximately 1.5 acres in size, Rural Business.
- C-3 Proposal to re-designate and rezone an approximate .3 acre parcel from Rural Resource-NRL (RRc-NRL) to Rural Reserve (RRv).
- C-4 Proposal to amend the Skagit County Comprehensive Plan to integrate the outcome of the Bayview Ridge Planned Unit Development code and Master Site Plan process into the Bayview Ridge Subarea Plan.

This memorandum includes a review of the docketing process and brief summaries of each proposal.

The Skagit County Board of Commissioners (BCC) will hold a public hearing on Tuesday, April 9, 2013, beginning at 6:00 pm, to receive public testimony and written correspondence on whether to docket each of the various above referenced proposals. Written correspondence will be allowed until 4:30 pm, Monday, April 15, 2013.

The Department will forward its docketing recommendations to the BCC and to applicants on March 25, 2013. Information will be posted on the Department website.

**Docketing Criteria and Process:** Pursuant to SCC 14.08.030(3), the Department must consider the following criteria when making its docketing recommendations to the BCC:

- ✓ Whether the proposed amendment, in light of all proposed amendments being considered for inclusion in the year's docket, can be reasonably reviewed within the staffing and operational budget allocated to the Department by the BCC;
- ✓ Whether the proposed amendment, to be adopted, would require additional amendments to the Comprehensive Plan or development regulations that are not addressed in the petitioner's application, and is consistent with other goals, objectives and policies adopted by the BCC;
- ✓ Whether the proposed amendment raises policy, land-use, or scheduling issues that would more appropriately be addressed as part of an ongoing or planned work program, or as part of a regular review cycle; or
- ✓ Whether the proposed amendment contains some legal or procedural flaw that would prevent its legal implementation.
- ✓ Whether the proposed amendment conforms to the submittal requirements of SCC 14.08, Legislative Actions, and other applicable provisions of Skagit County Code.<sup>1</sup>

The Department then forwards its recommendations to the BCC and applicants as to which of the CPA requests it recommends should be "docketed," or listed to receive further consideration through public, agency and environmental review, hearings, and possible adoption by the BCC.

The BCC shall hold a public hearing to allow applicants and the general public to comment on the amendment proposals and the Department's recommendations. During a subsequent public meeting, the BCC shall consider applicant and public testimony and the Department's recommendation and decide which petitions will be reviewed further as part of the annual amendment cycle.

If the BCC finds that one or more amendment requests is unsuitable for docketing in the current comprehensive plan amendment cycle, it may remove those requests from the docket. Upon the BCC's approval, a portion of the application fees may be refunded to the appropriate applicants.<sup>2</sup>

A decision by the BCC to include a proposed amendment in the current year's docket is procedural only and does not constitute a decision as to whether the amendment will ultimately be approved. Similarly, a decision by the BCC to deny further review of a petition terminates that petition without prejudice to the applicant or the proposal. The applicant may request a refund of the unused portion of any application fees, and may request the same or similar amendment be considered as part of a future amendment or review cycle.

### **Non-County, Initiated Amendment Requests**

The following is a brief summary of the non-county- initiated Comprehensive Plan Land Use and Zoning map amendment requests. The Department will forward additional materials from the amendment applications to the BCC prior to its public hearing.

---

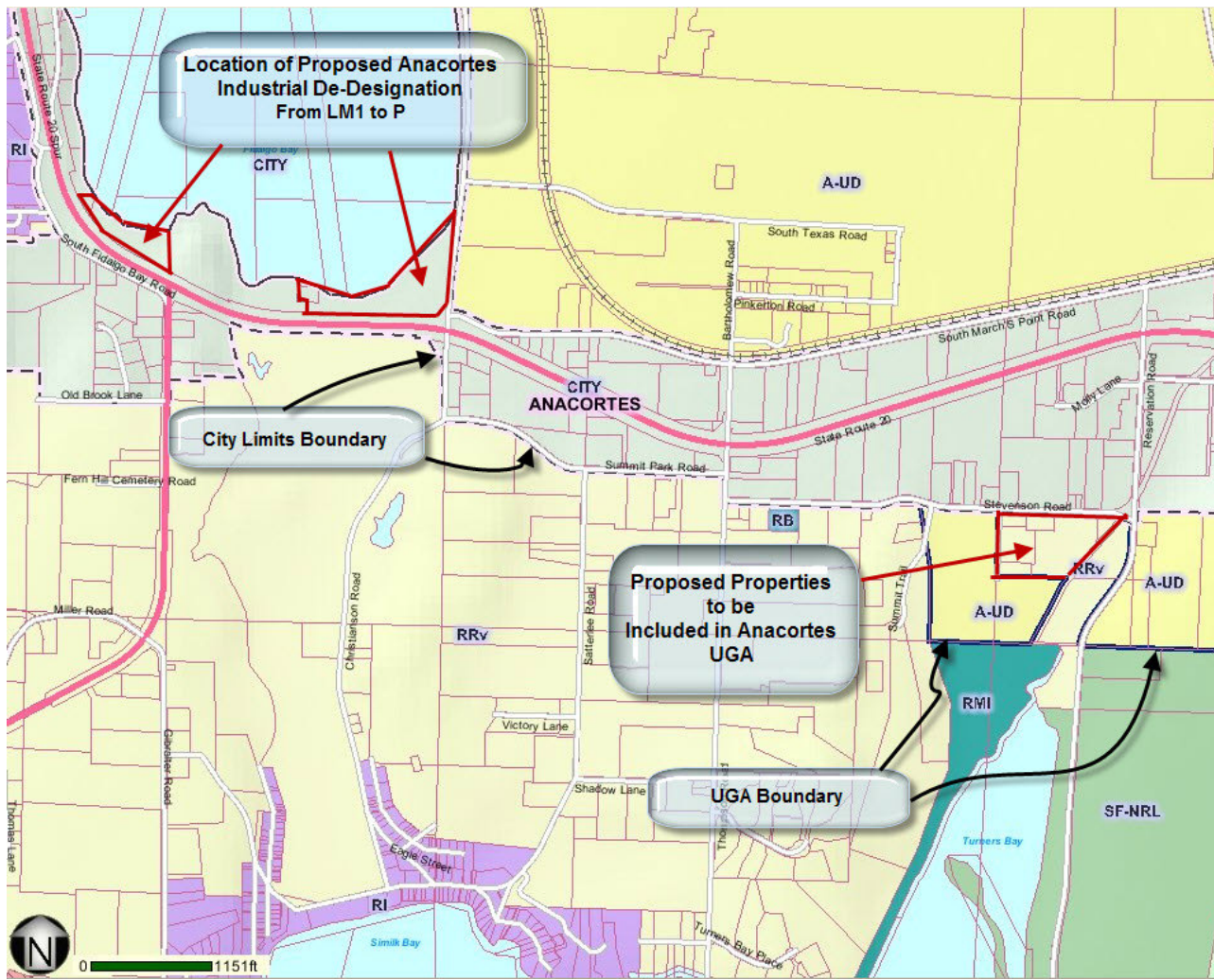
<sup>1</sup> The City of Anacortes petition to amend the Skagit County Comprehensive Plan Land Use and Zoning maps by enlarging their UGA requires that additional criteria and processes specific to UGA boundary modifications be considered. For further information, see memorandum to GMA SC, March 6, 2013.

<sup>2</sup> Up to 80% of the application fee may be refunded per SCC 14.08.030(4)(b) and Resolution R20040311, or as amended.

**NC-1. City of Anacortes - (PL12-0258)<sup>3</sup>**

The City of Anacortes proposes to modify its Urban Growth Area (UGA) by: (a) adding an 11.15 acre parcel to the UGA for light manufacturing (LM1) use consistent with existing and planned uses for adjoining developable properties; and (b) re-designating 16.57 acres of property within the Anacortes UGA and city limits from light manufacturing (LM1) to public (P) use in recognition of the properties non-suitability for urban development. This proposed removal of LM1 lands more than offsets the proposed addition to the LM1 inventory and, according to the proposal, creates a more logical UGA boundary consistent with designations on all sides of the affected parcels.

The proposal is not specific to any individual potential user but would be applicable to any future use of the subject property consistent with the proposed redesignation from Rural Reserve (RRv) to Anacortes Urban Development (A-UD) comprehensive plan and zoning designations under Skagit County jurisdiction and as regulated by the City of Anacortes Light Manufacturing (LM1) designation.



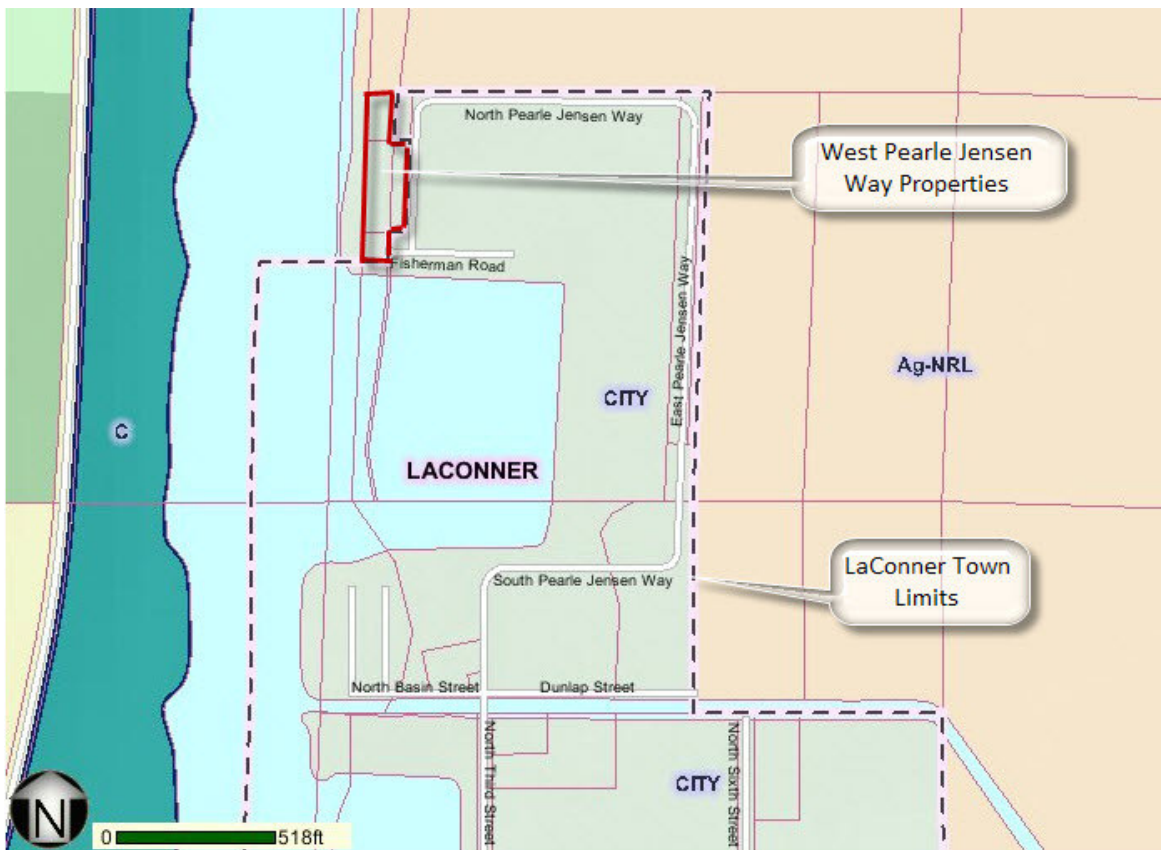
<sup>3</sup> City of Anacortes petition to amend Skagit County Comprehensive Plan Land Use and Zoning maps, July 31, 2012. As revised, January 23, 2013.

## County-Initiated Amendment Requests

Following is a brief summary of the four county- initiated Comprehensive Land Use/Zoning maps and/or policy amendment proposals.

### C-1. West Pearle Jensen Way Properties

Proposal to designate and zone 4 parcels (P74450, P103560, P103559, P74451), 1.5 acres in size, to Rural Business (RB).<sup>4</sup> The subject parcels are generally described as located along the east side of the Swinomish Channel, and north and west of the Town of LaConner and the Port of Skagit County property there. The subject properties were designated and zoned Commercial in 1992. Subsequent comprehensive plan updates indicated, in error, that the property was located within the corporate limits of the Town of LaConner. The proposal rectifies the inadvertent mapping error.

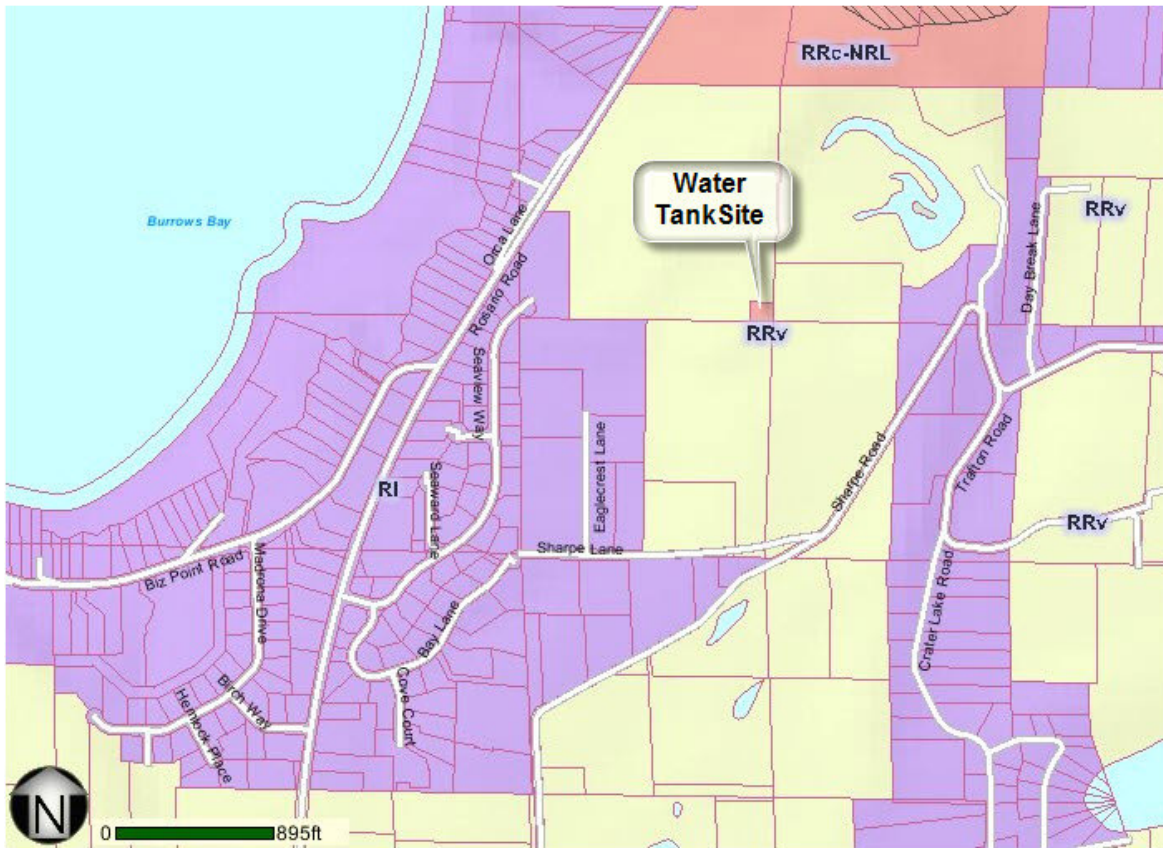


<sup>4</sup>The Rural Business zone is intended to provide reasonable expansion and change of use opportunities for existing isolated nonresidential uses in the rural area that provide job opportunities for rural residents and that are not consistent with the other commercial and industrial Comprehensive Plan designations and zoning districts. Existing commercial uses may continue to operate and expansion and changes may be allowed provided certain criteria are met. (SCC 14.16.150)



**C-2. Del Mar Community Service Water Tank Site**

Proposal to re-designate and rezone P118792, an approximately .3 acre parcel owned by Del Mar Community Service on which are located two water tanks, from Rural Resource-NRL (RRc-NRL) to Rural Reserve (RRv). The subject parcel is generally described as located on Fidalgo Island, south of Marine Drive, east of Rosario Road, and north and west of Sharpe Lane/Sharpe Road. The parcel immediately to the northwest, P19168, was redesignated from Rural Resource-NRL to Rural Reserve in the 2011 Comprehensive Plan Amendment Docket, leaving P118792 as an isolated island or spot zone of Rural Resource-NRL. This proposal would remedy that situation by re-designating P118792 to Rural Reserve, consistent with the properties surrounding it on all sides.



**C-3. Skagit County Parks and Recreation Comprehensive Plan PL12-0268<sup>5</sup>**

The Skagit County Parks and Recreation Department proposes to incorporate a recent update to the Parks and Recreation Comprehensive Plan (2012) into the Skagit County Comprehensive Plan.

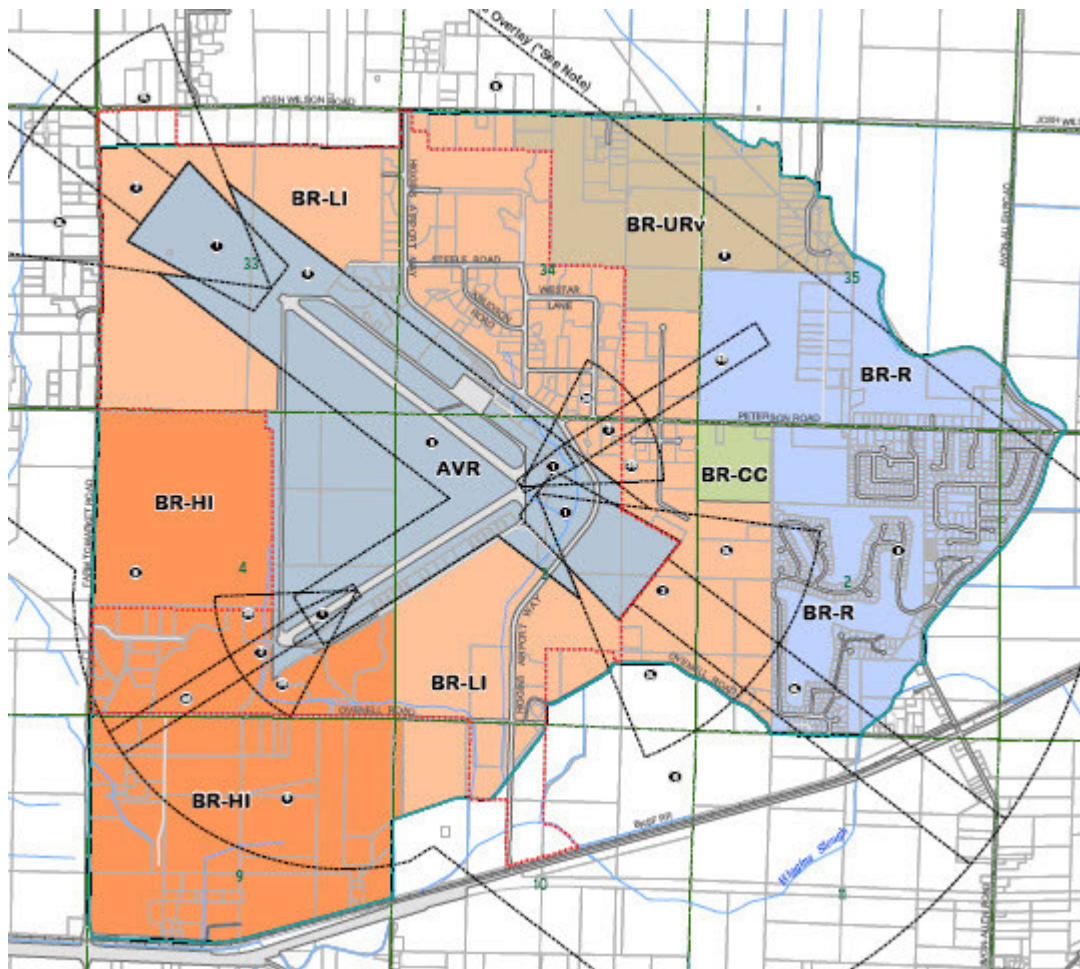
Skagit County Parks and Recreation has completed a yearlong public process in updating the 2004 Parks and Recreation (Parks) Comprehensive Plan. This process involved updating baseline population and facility information as well as an updated survey of recreation use patterns, trends and user desires.

It is the policy that the Parks Comprehensive Plan be updated after it is 6 years old in order that it may provide relevant and current direction to the Parks and Recreation Department in the planning and development of new and existing programs and facilities. An updated Parks Comprehensive Plan makes Skagit County eligible for state recreation grants.

<sup>5</sup> Skagit County Parks and Recreation Department petition to amend Skagit County Comprehensive Plan. July 30, 2012.

**C-4. Bayview Ridge Subarea Plan Amendments to Integrate Outcome of Bayview Ridge Planned Unit Development code, design guidelines, land use designations, and master site planning process**

The County recently committed to work with the Port of Skagit County to develop a Planned Unit Development code that would implement the Subarea Plan and ultimately allow significant residential, commercial and light industrial development at Bayview Ridge. As part of that process, the owners of land in the Bayview Ridge Community Center (BR-CC) zone will develop a master site plan for that zone and their other Bayview Ridge holdings. The Department expects that process will necessitate amendments to the Subarea Plan to allow greater flexibility in an approved PUD development or master site plan, such as allowing the relocation of the community center, changes in land use designations, allowing mixed uses or live/work spaces, potential school sites, and greenbelt/open space parks and facilities. This amendment proposal will be further developed in that process before referral to the Planning Commission and reintegration with the remainder of the docket before final consideration by the BCC. This proposal was rolled over to the 2012 docket by the BCC when it took action to complete the county's work on the 2011 Comprehensive Plan amendment docket.



Bayview Ridge Subarea Plan, August 2008.