

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS**

Tuesday, March 22, 1994

- 7:30 a.m. - 8:30 a.m. Commissioners' Staff Meeting.
- 8:30 a.m. - 9:00 a.m. Work Session - Operations Division Manager/District Maintenance Supervisors.
- Flag Salute.
- 9:00 a.m. - 10:00 a.m. Planning Department - Dave Hough, Director.
- 1) Discussion - Urban Growth Area.
2) Discussion - Code Compliance Program.
3) Miscellaneous.
- 10:00 a.m. - 11:00 a.m. Private Industry Council - Review of Job Training Plan for 1994/1995.
- 2:00 p.m. - 3:00 p.m. Work Session - County-Wide Addressing System.

The Skagit County Board of Commissioners met in regular session on Tuesday, March 22, 1994, with Commissioners Harvey Wolden, Robby Robinson and Robert Hart present.

PLANNING DEPARTMENT - Dave Hugh, Director.

1. Discussion - Urban Growth Area.

Paul Carr, Planning Department Staff, presented to the Board for their review a draft policy document and technical review list of considerations used in developing the Urban Growth Area (UGA) designations for Skagit County.

Skagit County has identified two distinct types of UGA's, Standard and Independent. The Standard Urban Growth boundary is an area where urban services are available or are planned to be provided. Development will address environmental constraints, and concentrations of existing development and existing infrastructure and services. New development requiring urban services will be located in the Urban Growth Area. The Standard Urban Growth Areas are contiguous to existing city incorporated boundaries. Independent Urban Growth Areas have many of the same requirements and characteristics of the Standard UGA except they are not necessarily contiguous to incorporated cities, and are not likely to be incorporated into a city or anticipated to be served by the full range of urban governmental services. Expansion of existing urban services may be available through a number of service providers, i.e, Cities, PUD #1, Puget Power, the County or incorporation. Designating these two types of UGA's recognizes both the historical and existing urbanizing development patterns in the County.

A discussion ensued on the necessity for development of both Standard and Independent Urban Growth Areas to be coordinated between the Cities and the County. Although UGA's remain under the County's jurisdiction, it is beneficial to both the Cities and the County to jointly plan for them.

Goals include the following:

1. Provide efficient government facilities and services;
2. Coordinate planning within the Urban Growth Area; and,

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3. Provide a range and scale of land uses within both the Standard and Independent Urban Growth Areas.

Dave Hough, Director of Planning, advised that this is the first step in the major analysis of the county-wide urban growth areas, and that the County will be sending out immediately a draft document to all the Cities requesting their comments. It will be necessary to get input from the technical committee before going to the Planning Commission. The information obtained will be used to finalize development of the urban growth area boundaries.

Commissioner Robinson asked if this information will be discussed at a City/County Officials Planning Officials Meeting. Mr. Hough advised that it would not be discussed at such a meeting as this is basically an internal policy for the County. Mr. Hough further advised that this is merely one of the formal steps in this process, will be no surprise to any of the cities, and has been talked about for over a year and a half.

Gary Christianson, Planning Department Staff, advised the Board that items that are somewhat new are the Standard and Independent UGA designations. This has not been discussed in the past in any great detail. These designations have evolved as the result of public comment on the draft Environmental Impact Statement (EIS). Much of the public comment on the draft EIS stated that March's Point and Bayview Ridge require services different than other rural areas. Mr. Christianson pointed out that within the UGA's the County will retain land use regulatory authority for unincorporated lands and that the County would not suggest or attempt to tell Cities what to do within their boundaries.

Commissioner Hart asked Staff if the Department is on schedule to have everything in place by July. Mr. Hough stated that it certainly is the Department's intent to remain on schedule, continuing with work sessions, public hearings, and meetings with the Planning Commission.

A general discussion ensued on the implementation of impact fees and possible development of a generic ordinance for everyone in the County to use rather than each City having a separate ordinance.

2. Discussion - Code Compliance Program.

Dave Hough advised that the Code Compliance Program has become an integral part of the compliance program for the Planning, Permit Center and the Public Works Departments. The County has been fortunate to have a staff person willing to complete the responsibilities without regard to the amount of time required. The program now is impossible for one individual to manage within a reasonable work schedule. Alternatives to this unfortunate situation include limiting enforcement work for other departments. The Department is proposing the addition of a 1/2 time regularly scheduled assistant planner position specifically designated to work in the code compliance program. The addition of this person would allow the code compliance officer the opportunity to keep up with the workload and also assist in the code revision process. The estimated total cost for the addition of this person including benefits would be \$17,500 per year.

Mr. Hough advised that the second option is returning the sewer and public works code compliance items to their respective departments.

Staff reported that Tim Hoffman, Code Compliance Officer, has developed a good system for getting complaints resolved. There is tremendous value to the County to continue to provide this service.

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Kraig Olason, Planning Department Assistant Director, stated that some of the workload that the County is looking at involves existing codes and ordinances that need to be clarified for easier compliance review. The Board indicated the need to also develop cross-training with various departments to avoid duplication of effort.

Mike Woodmansee, Budget/Finance Director, asked that once the UGA plan is developed if additional personnel would become available to assist Tim Hoffman. Mr. Woodmansee suggested that perhaps a summer hire could give Mr. Hoffman 3-4 months of relief. Mr. Hough stated that he would like to explore the idea of summer help further. Mr. Hoffman explained, though, that in three to four months he would just have someone trained to assist him when they would leave. Mr. Woodmansee further pointed out that another approach would be to look at the additional fees that the code compliance program generates and that perhaps these fees would justify hiring a part-time person. Mr. Hough advised that further information concerning this matter will be provided at the next meeting next week.

PRIVATE INDUSTRY COUNCIL - REVIEW OF JOB TRAINING PLAN FOR 1994/1995.

Gay Dubigk, Executive Director of Northwest Washington Private Industry Council, presented the Private Industry Council's Job Training Plan for Program Years 1994-1995. She also reviewed with the Board the Annual Report for Program Year 1992.

Ms. Dubigk further advised that participation in the Best Self program won recognition from the National Association of Counties. PIC receives calls from across the U.S. trying to figure out how to create such a fine program.

Skagit County is becoming a model for the State of Washington in developing training programs.

ADJOURNMENT:

Commissioner Robinson motioned to adjourn the proceedings. Commissioner Hart seconded the motion. The motion was carried unanimously.

BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON


Harvey Wolden, Chairman


Robby Robinson, Commissioner


Robert Hart, Commissioner

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ATTEST:



Patti J. Owen, Clerk
Skagit County Board of Commissioners