

VOL 89 547

SKAGIT COUNTY PLANNING AND PERMIT CENTER

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Roxanne Michael
Permit Center and Building Director

Tom Karsh
Planning Director

MEMORANDUM

Date: April 23, 1998
To: Board of County Commissioners
From: Gary R. Christensen
RE: "Revised" 1998 Work Program, and Timeline for Addressing Growth Management, Comprehensive Planning, and Development Regulations

Earlier this month the Board of County Commissioners (Board) and the Planning Commission (PC) met one evening to discuss the above referenced matter. As a result of that meeting and the discussions, the Board instructed the Department to prepare a "revised" work program and timeline. In addition, both parties agreed that the PC would not meet more frequently than twice-a-week or six-times-a-month and would not meet a least one week-a-month. Also, the Board and PC concurred that "taking the time to do it right" was preferable and in the long run more expeditious rather than "rushing to judgment" for the sake of meeting deadlines only to have to "re-do it." Finally, it was agreed that addressing comprehensive planning, growth management and appeal issues prior to reviewing and adopting the Development Code was more orderly with the exception of "fast track" (e.g. CaRD) implementing regulations.

The revised work program and timeline was prepared for review and discussion. It is in draft form and is subject to modification based on changing priorities, available resources, and other constraints. The attached work program timeline incorporates the above agreed to PC hearing/meeting date limitations and the do-it-right, systematic approach.

The work program includes five major categories: (1) Board identified priority items, (2) Western Washington Growth Management Hearing Board (WWGMHB) Stipulated Agreement Short Term Issues, (3) Western Washington Growth Management Hearing Board (WWGMHB) Stipulated Agreement Long Term Issues, (4) Western Washington Growth Management Hearing Board (WWGMHB) Final Decision and Order Case #97-2-0060c, and (5) the Development Code. Attached you will find a summary of the major work program projects for review and discussion.

Over the course of the next several months the PC will have 29 hearings/meetings, will not meet more than twice a week and not more than six times a month. There are no PC hearings/meetings scheduled for the month of July due to public participation requirements and scheduling conflicts. A PC schedule has been attached for your information.

Below are several key points that warrant attention.

1. A public hearing on the Comprehensive Plan map amendment requests and Board remanded item is scheduled for May 5 before the PC.
2. The Board must schedule a public hearing on Ordinance #16919 (telecommunications) before May 15, 1998 and take action on the interim ordinance.
3. The Board must schedule a public hearing on UGA urban development standards per Ordinances # 16941 (Mount Vernon) and 16942 (Anacortes) before May 28, 1998 and take action on the interim ordinances.
4. Two "fast track" interim ordinances, CaRD and Mineral Resource Overlay are scheduled for public hearings before the Board on June 22 and 23; respectively. This will satisfy public participation requirements and SEPA and allow the Board to receive public comment or written correspondence before taking action on these matters of wide community interest.
5. The Development Code will not be adopted before June 1, 1998 as indicated in Ordinance #16559 (Interim Ordinance Implementing the Comprehensive Plan).
6. WWGMHB Final Order and Decision Issues in Case #97-2-0060c will not be addressed before the 180 day response deadline (July 22, 1998)
7. WWGMHB Stipulated Agreement Short-term and Long-term issue compliance timelines are on schedule.
8. Parks & Recreation Comprehensive Plan is available for public review on April 30, 1998. The Planning Commission will hold a public hearing on June 16, 1998. IAC Grant application deadline is June 26, 1998.
9. November '96 draft comprehensive plan Category 1 comments will be addressed by the Planning Commission as a study session agenda item possibly on May 26 or 28.

The Department looks forward to discussing these matters further with you next week.

Attachments

SKAGIT COUNTY
1998 Work Program, Tasks, and Time line for Addressing Growth Management, Comprehensive Planning, and Development Regulations

Below is summary of major work program projects.

1. Board of County Commissioners Prioritized Items

- a) *Commercial/Industrial within Bayview Ridge UGA*
Addresses commercial and industrial designated properties within the Bayview Ridge UGA with the exception of Port of Skagit County property.
- b) *Telecommunications Ordinance*
Addresses regulating the placement, construction and modification of personal wireless service facilities.
- c) *Urban Growth Area Development Standards*
Addresses urban development standards and code requirements for development within unincorporated portions of urban growth areas.
- d) *MOU: Swinomish Tribal Community and Skagit County*
Establishes procedures for the administration of a cooperative land use planning program between the tribe and county.
- e) *Comprehensive Plan Map Amendments*
Addresses Board of County Commissioner (BCC) Resolution # 16853 regarding comprehensive plan map amendments for: technical mapping errors; Department identified parcels/areas requiring further review and discussion; further evaluation and re-application of land use designation criteria for seven (7) BCC identified study areas; and re-evaluation of a limited number of BCC identified parcels. The Department will prepare a report and conduct SEPA review. The Planning Commission will hold a public hearing and forward a recommendation to the BCC for review and action.
- f) *Conservation and Reserve Development (CaRD)*
Establishes a land division technique that provides flexibility in site development, conserves natural resource lands, protects critical areas, allows for diversity in housing choices and lot sizes, and maintains open space.
- g) *Mineral Resource Overlay District*
Establishes an overlay district for mineral resource land conservation and creates application requirements, operating standards and regulations, and reviewing authority for extraction activities.
- h) *Parks, Recreation, & Open Space*
Addresses park, recreation, and open space issues as a functional plan and/or component of the comprehensive plan.

**2. Western Washington Growth Management Hearing Board (WWGMHB)
Stipulated Agreement Short Term Issues**

Addresses WWGMHB Order approving Stipulation between Skagit County and Friends of Skagit County. Short-term "fast track" issues require a public review, comment and Planning Commission hearing process, consistent with the County's Public Participation Program (Resolution #16852), but do not require input from a Citizen Advisory Committee (CAC). These issues are as follows:

- a) *Extension of Services.* Addresses (Comprehensive Plan) (CP) policies regarding the provision of new urban public facilities and services beyond UGAs (Urban Growth Area) unless there is a threat to the public health, safety or welfare.
- b) *Sizing of Community Sewer Systems.* The size of community sewer systems are addressed through the CP.
- c) *Transformance of Governmental Services Inside UGAs.* CP policy amendments address how the provision of urban governmental services will be transformed to municipalities. However, sub-area planning, joint planning, service agreements, CIP development may roll over into 1999. The County intends to address this issue of imposing current municipal development standards in the UGAs through the adoption of an interim ordinance in March 1998 and as a permanent ordinance as part of the Development Code adoption.
- d) *CaRD.* CP policy amendments address the "use of density bonuses" and the "lack of adequate standards for CaRD (Conservation and Reserve Development) development." Standards address, project size, cluster pod size, cluster spacing, site design, and transfer of development rights outside of the UGAs.
- e) *Minimum Densities in UGA.* CP policy and text amendments to assure that urban density development will occur within the UGAs.
- f) *Protection of Aquatic Resource Areas.* (Countywide Planning Policies) (CPP) requires that "aquatic resource areas" be designated.
- g) *Mapping Issues Relating to Designated Mineral Resource Lands.* CP land use map to assure that all "Mineral" designated areas are mapped as natural resource lands.
- h) *Assuring that Policy Language in the CP Conforms with the County Critical Areas Ordinance and Rulings in Case No. 96-2-0025.* CP Policy amendments assure consistency with WWGMHB Order so that "performance standards or definitions" will designate critical areas and allow them to be "specifically identified" even if "processing of a permit or development" application or authorization is not sought.
- i) *Clarifying that RRc is a Type of Forest Resource Lands and Designated Natural Resource Land.* Amend CP to recognize RRc (Rural Resource) as a designated natural resource land.
- j) *Clarifying Language Relating to Farm-Based Businesses and Accessory Uses on Agricultural Land.* CP Policy amendment proposing added language that clarifies and defines that on-farm business are to be related to agriculture.

3. **Western Washington Growth Management Hearing Board (WWGMHB)
Stipulated Agreement Long Term Issues**

Addresses WWGMHB Order approving Stipulation between Skagit County and Friends of Skagit County. The following issues are designated as "long term" issues and require a public review, comment and Planning Commission hearing process, consistent with the County's Public Participation Program (Resolution #16852). Their development will involve the use of CACs as well as input from other entities, such as cities, towns, and special purpose districts (e.g., through the development of amendments to the Coordinated Water System Plan).

- a) *Development of Supplement to Coordinated Water System Plan (CWSP)*. Must update CWSP to be consistent with CP. Will address, but not be limited to "urban and rural" LOS that are related to water service areas (includes fire flow requirements and fire code standards), Satellite System Management Agency, and the provision of public water service. Additional issues to be addressed are updates to CWSP technical criteria and demand projections (e.g., irrigated agriculture, exempt wells, and options to meet future water supply needs) and water resource and supply management coordination related to CWSP projections (e.g., supply monitoring program, supply strategy for all out-of-stream demands for industrial, agriculture, and commercial demands in non-UGA areas).
- b) *Rural vs. Urban LOS and Concurrency*. Modify CP 4.4 at 9-5 to address its intent to use LOS on both "individual-road segment" and "road intersections" for concurrency requirements to be met.
- c) *Development of Capital Facilities Plan (CFP) for 1999 (includes public participation)*. Update existing and development of new CFPs. Requires that CFPs and functional plans be referenced in CP Capital Facilities Element. Tasks include identifying existing and required functional plans, BCC preparation of revenue estimates, development/amendment of CFPs, coordination/consultation with affected jurisdictions, PC public hearing and recommendation prior to BCC action.
- d) *Greenbelts and Open Space*. Involves designation and identification (mapping) of greenbelts and open space. Includes the identification of open space corridors within and between UGAs with restrictions on the use or management of such lands. Incorporate as part of Parks, Recreation, and Open Space Plan in 1999.
- e) *Consistency of Functional Plans with CP*. Requires identifying existing and required functional plans and updating or developing to address LOS standards, facilities, and services for 1999.
- f) *CFP Issues*. Addressed in (c) and (e) above and incorporated into 2000 CFP.
- g) *Impact Fees in Connection with CFP Update*. Addressed in (c) and (e) above and incorporated into 2000 CFP.
- h) *LOS Standards for Fire Districts*. Addressed in (c) and (e) above and incorporated into 2000 CFP.
- i) *Non-Motorized Transportation*. This issue will involve the development of a regional, non-motorized transportation plan with adoption by December 31, 1999. The approach will involve the Regional Transportation Planning Organization

(RTPO) which includes among others the Washington State Department of Transportation, Island County and Skagit County and the incorporated communities within those counties. The RTPO is to commit by June 30, 1998, to a work program to meet the December 31, 1999 date. If there is no such commitment, the County will adopt a County non-motorized transportation plan by December 31, 1998. A CAC will be utilized in the review process. The development of a county-wide, comprehensive plan will address regional issues across jurisdictional boundaries.

4. Western Washington Growth Management Hearing Board (WWGMHB) Final Decision and Order Case #97-2-0060c

Addresses WWGMHB compliance and invalidity issues regarding the CP and DRs. A public review, comment and Planning Commission hearing process, consistent with the County's Public Participation Program (Resolution #16852) is required. Their development may involve the use of CACs as well as input from other entities, such as cities, towns, tribe and special purpose districts. The issues are:

- a) *Urban Growth Areas.* Must address non-municipal UGAs (Bayview Ridge and Big Lake) residential and commercial allocations and the possibility of assigning to other UGAs based on land use inventories, analysis, infrastructure, CFPs, and fiscal impacts. Bottom line: Are UGAs too large? Must re-evaluate the following municipal UGAs: Mount Vernon, Sedro-Woolley, and Hamilton.
- b) *Commercial/Industrial Outside of UGAs.* Must develop new designation criteria for commercial/industrial CP map designations for Land Use Element. CP policies must also address service areas, acreage limits, type of uses within CP commercial/industrial designated areas. Possible new CP designations are UGA Commercial/Industrial; Resource-Related Commercial/Industrial; and Rural Commercial. Tourist/Commercial uses may possibly be addressed via special use permit process. Land use inventories must be conducted on a parcel-by-parcel basis for existing commercial/industrial properties (type of business or vacant parcel), growth or expansion possibilities, and the type of infrastructure (services and utilities) at the site or planned for, etc.
- c) *UGA Interlocal Agreements with Cities, Towns and Tribes.* Interlocal agreements with Sedro Woolley, Bayview Ridge, Big Lake (?), and Swinomish need to be completed and when Concrete adopts a CP an interlocal agreement will need to be drafted.
- d) *CP Policy Amendments.* CP Policy 2.1 at 4-35 and DR Section 7(2) regarding pre-existing commercial and industrial expansion issues and the CP definition of "legal lot of record" must be addressed.

5. Development Code

Amendments to Title 14 and 15 of Skagit County Code affecting land use and development regulations. Development regulations are to be consistent with the CP. Permanent development regulations will replace or incorporate interim development regulations that were adopted under Ordinance #16559. A public review, comment and Planning Commission hearing process, consistent with the County's Public Participation Program (Resolution #16852) is required.

**SKAGIT COUNTY PLANNING COMMISSION SCHEDULE
1998 Work Program for Addressing Growth Management, Comprehensive
Planning, and Development Regulations**

May

- 5 PH on CP Map Amendments
- 7 PH on CP Map Amendments (if needed)
- 19 PH on WWGMHB Stipulated Agreement Short Term Issues
- 21 PH on WWGMHB Stipulated Agreement Short Term Issues (if needed)
- 26 Deliberations on CP Map Amendments
- 28 Deliberations on CP Map Amendments (if needed)
Review of November '96 Category 1 Requests

June

- 2 Deliberations on WWGMHB Stipulated Agreement Short Term Issues
- 4 Deliberations on WWGMHB Stipulated Agreement Short Term Issues (if needed)
- 16 PH on Parks, Recreation, and Open Space
- 18 Deliberations on Parks, Recreation, and Open Space
- 30 PH/Deliberations on LOS for Individual Road and Intersection Segments

July

No hearings/meetings scheduled

August

- 11 PH on WWGMHB Final Order & Decision Issues
WWGMHB Stipulated Agreement Long-Term Issue (Greenbelts and Open Space)
- 13 PH on WWGMHB Final Order & Decision Issues
WWGMHB Stipulated Agreement Long-Term Issue (Greenbelts and Open Space) (if needed)
- 25 Deliberations on WWGMHB Final Order & Decision Issues
WWGMHB Stipulated Agreement Long-Term Issue (Greenbelts and Open Space)
- 27 Deliberations on WWGMHB Final Order & Decision Issues
WWGMHB Stipulated Agreement Long-Term Issue (Greenbelts and Open Space) (if needed)

September

- 1 PH on Development Code
- 3 PH on Development Code
- 17 Deliberations on Development Code
- 22 Deliberations on Development Code
- 24 Deliberations on Development Code
- 29 Deliberations on Development Code

October

- 6 Deliberations on Development Code
- 8 Deliberations on Development Code
- 13 PH on Capital Facilities Plans 1999
- 15 PH on Coordinated Water System Plan Update
- 20 Deliberations on Capital Facilities Plans 1999
- 22 Deliberations on Capital Facilities Plans 1999 (if needed)

November

- 3 Deliberations on Coordinated Water System Plan Update
- 5 Deliberations on Coordinated Water System Plan Update (if needed)

December

No hearings/meetings scheduled

PLANNING COMMISSION
HEARING/MEETING DATES

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January

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1998 Work Program, Tasks and Timeline

ID	Task Name	Duration	Start	Finish	January	February	March	April	May	June	July	August	September	October	November	December	J																																	
					18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29
1	BCC IDENTIFIED PRIORITY ITEMS	1d	Mon 3/2/98	Mon 3/2/98																																														
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3	Commerical/Industrial w/in Bayview Ridge UGA	44d	Tue 2/10/98	Fri 4/10/98		■	■	■	■																																									
4	Inventories, analysis, and reports	23d	Tue 2/10/98	Thu 3/12/98		■	■	■																																										
5	Public Review, Comment, SEPA	14d	Thu 3/12/98	Tue 3/31/98			■	■																																										
6	PC Public Hearing	1d	Tue 3/31/98	Tue 3/31/98				●																																										
7	PC Deliberations/Recommendation	1d	Tue 3/31/98	Tue 3/31/98				●																																										
8	BCC Action	1d	Tue 4/14/98	Tue 4/14/98					■																																									
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10	Telecommunications Ordinance	1d	Mon 3/2/98	Mon 3/2/98			■																																											
11	BCC Action on Interim Ordinance #16919	1d	Tue 3/17/98	Tue 3/17/98				■																																										
12	BCC Public Hearing within 60 days	44d	Tue 3/17/98	Fri 5/15/98			■	■	■																																									
13																																																		
14	Urban Growth Area Development Standards	1d	Mon 3/2/98	Mon 3/2/98																																														
15	BCC Action on Mount Vernon UGA: Interim Ordinance #16941	1d	Tue 3/31/98	Tue 3/31/98				■																																										
16	BCC Action on Anacortes UGA: Interim Ordinance #16942	1d	Tue 3/31/98	Tue 3/31/98				■																																										
17	BCC Public Hearing within 60 days	43d	Tue 3/31/98	Thu 5/28/98				■	■	■																																								
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19	MOU: Swinomish Tribal Community & Skagit County	1d	Mon 3/2/98	Mon 3/2/98			■																																											
20	Draft MOU	5d	Mon 3/23/98	Fri 3/27/98				■	■																																									
21	BCC Review	1d	Tue 3/31/98	Tue 3/31/98				■																																										
22	BCC Action	1d	Tue 4/14/98	Tue 4/14/98					■																																									
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1998 Work Program, Tasks and Timeline

ID	Task Name	Duration	Start	Finish	January	February	March	April	May	June	July	August	September	October	November	December	J
					18/25	1 8/15/22	1 8/15/22/29	5/12/19/26	3/10/17/24/31	7/14/21/28	5/12/19/26	2/9/16/23/30	6/13/20/27	4/11/18/25	1/8/15/22/29	6/13/20/27	3
49	<i>Parks, Recreation, Open Space Plan</i>	1d	Mon 3/2/98	Mon 3/2/98													
50	Public Review, Comment, SEPA	34d	Thu 4/30/98	Tue 6/16/98					■	■							
51	PC Public Hearing	1d	Tue 6/16/98	Tue 6/16/98						●							
52	PC Deliberations/Recommendation	1d	Thu 6/18/98	Thu 6/18/98						●							
53	BCC Receives PC Recmo and Sets Date for Review	1d	Tue 6/23/98	Tue 6/23/98							■						
54	BCC Review and Possible Action	1d	Fri 6/26/98	Fri 6/26/98							■						
55																	
56	WWGMHB STIPULATED AGREEMENT Short Term	129d	Fri 1/23/98	Wed 7/22/98	■	■	■	■	■	■	■	■	■	■	■	■	■
57	Inventories, analysis, and reports	1d	Mon 3/2/98	Mon 3/2/98			■										
58	Public Review, Comment, SEPA	44d	Thu 3/19/98	Tue 5/19/98				■	■								
59	PC Public Hearing	1d	Tue 5/19/98	Tue 5/19/98					●								
60	PC Public Hearing (if needed)	1d	Thu 5/21/98	Thu 5/21/98					●								
61	PC Deliberations/Recommendation	1d	Tue 6/2/98	Tue 6/2/98						●							
62	PC Deliberations/Recommendation (if needed)	1d	Thu 6/4/98	Thu 6/4/98						●							
63	BCC Review and Possible Action	1d	Tue 6/16/98	Tue 6/16/98							■						
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1998 Work Program, Tasks and Timeline

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					18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29
73	WWGMHB FINAL ORDER & DECISION	129d	Fri 1/23/98	Wed 7/22/98	[Timeline bar from Jan 23 to Jul 22]																																													
74																																																		
75	Urban Growth Areas	1d	Mon 3/2/98	Mon 3/2/98																																														
76	Commercial/Industrial Outside of UGAs	1d	Mon 3/2/98	Mon 3/2/98																																														
77	CP Text Amendments	1d	Mon 3/2/98	Mon 3/2/98																																														
78	UGA Interlocal Agreements w/cities/towns/tribes	1d	Mon 3/2/98	Mon 3/2/98																																														
79																																																		
80	Inventories, analysis, and reports	40d	Fri 5/1/98	Thu 6/25/98	[Timeline bar from May 1 to Jun 25]																																													
81	Public Review, Comment, SEPA	34d	Thu 6/25/98	Tue 8/11/98	[Timeline bar from Jun 25 to Aug 11]																																													
82	PC Public Hearing	1d	Tue 8/11/98	Tue 8/11/98	[Timeline dot on Aug 11]																																													
83	PC Public Hearing (if needed)	1d	Thu 8/13/98	Thu 8/13/98	[Timeline dot on Aug 13]																																													
84	PC Deliberations/Recommendation	1d	Tue 8/25/98	Tue 8/25/98	[Timeline dot on Aug 25]																																													
85	PC Deliberations/Recommendation (if needed)	1d	Thu 8/27/98	Thu 8/27/98	[Timeline dot on Aug 27]																																													
86																																																		
87	WWGMHB STIPULATED AGREEMENT Long Term	1d	Mon 3/2/98	Mon 3/2/98																																														
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89	Greenbelts and Open Space	1d	Mon 3/2/98	Mon 3/2/98																																														
90	Inventories, analysis, and reports	40d	Fri 5/1/98	Thu 6/25/98	[Timeline bar from May 1 to Jun 25]																																													
91	Public Review, Comment, SEPA	34d	Thu 6/25/98	Tue 8/11/98	[Timeline bar from Jun 25 to Aug 11]																																													
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93	PC Public Hearing (if needed)	1d	Thu 8/13/98	Thu 8/13/98	[Timeline dot on Aug 13]																																													
94	PC Deliberations/Recommendation	1d	Tue 8/25/98	Tue 8/25/98	[Timeline dot on Aug 25]																																													
95	PC Deliberations/Recommendation (if needed)	1d	Thu 8/27/98	Thu 8/27/98	[Timeline dot on Aug 27]																																													
96	Address in Parks, Recreation and Open Space Plan (1999)	1d	Mon 3/2/98	Mon 3/2/98																																														

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1998 Work Program, Tasks and Timeline

ID	Task Name	Duration	Start	Finish	January	February	March	April	May	June	July	August	September	October	November	December	J
					18/25	1/8/15/22	1/8/15/22/29	5/12/19/26	3/10/17/24/31	7/14/21/28	5/12/19/26	2/9/16/23/30	6/13/20/27	4/11/18/25	1/8/15/22/29	6/13/20/27	3
121	Capital Facilities Plan 1999	1d	Mon 3/2/98	Mon 3/2/98													
122	Inventories, analysis, and reports	102d	Wed 4/1/98	Thu 8/20/98													
123	Public Review, Comment, SEPA	39d	Thu 8/20/98	Tue 10/13/98													
124	PC Public Hearing	1d	Tue 10/13/98	Tue 10/13/98													
125	PC Deliberations/Recommendation	1d	Tue 10/20/98	Tue 10/20/98													
126	PC Deliberations/Recommendation (if needed)	1d	Thu 10/22/98	Thu 10/22/98													
127	BCC Review and Possible Action	1d	Tue 11/3/98	Tue 11/3/98													
128																	
129	Consistency of Functional Plan with CP	1d	Mon 3/2/98	Mon 3/2/98													
130	Identify existing and required functional plans	22d	Fri 5/1/98	Mon 6/1/98													
131	Establish work program to create and update functional plans	25d	Mon 3/30/98	Fri 5/1/98													
132	to address LOS standards, facilities & services for 1999	23d	Mon 6/1/98	Wed 7/1/98													
133																	
134	CFP Issues	1d	Mon 3/2/98	Mon 3/2/98													
136	Incorporated into 2000 CFP	436d	Fri 5/1/98	Fri 12/31/99													
136																	
137	Impact Fees in Connection with CFP Update	1d	Mon 3/2/98	Mon 3/2/98													
138	Incorporated into 2000 CFP	436d	Fri 5/1/98	Fri 12/31/99													
139																	
140	LOS Standards for Fire Districts	1d	Mon 3/2/98	Mon 3/2/98													
141	Incorporated into 2000 CFP	436d	Fri 5/1/98	Fri 12/31/99													
142																	
143																	
144																	

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