



Approved as submitted at the February 11, 2022 Planning Commission Special Meeting.

SAN JUAN COUNTY PLANNING COMMISSION MEETING

MINUTES OF THE JANUARY 21, 2022 MEETING

The meeting of the San Juan County Planning Commission was called to order by Clerk, Lynda Guernsey, at 8:30 a.m. in the County Council hearing room, Legislative Building, 55 Second Street, Friday Harbor, and San Juan Island.

Planning Commission

Members Present: By Microsoft Teams: David Kane, Steve Rubey, Sheila Gaquin, Nick Knoellinger, Steve Smith, and Peter Kilpatrick.

Planning Commission

Member Absent: Matt Ellingson

Department of Community

Development (DCD) Staff

Present: Present in person: Lynda Guernsey, AS II.
By Microsoft Teams: David Williams, Director; Sophia Cassam, Planner II.

Prosecuting Attorney

Staff Present: By Microsoft Teams: Amy Vira, Deputy Prosecuting Attorney – Land Use/Civil

Administrative Items

Confirm Agenda – Steve Rubey stated that he would need to leave the meeting between 2 and 2:30 p.m. The Planning Commission members wanted to take this opportunity to thank Camille Uhlir and Michael Pickett for their years of service on the Planning Commission.

Introduction of New DCD Director – David Williams

Introduction of New Planning Commissioner – Peter Kilpatrick

Election of Officers

Moved by David Kane, seconded by Steve Rubey, to elect Sheila Gaquin as Chair. Steve Rubey– yes, David Kane – yes, Sheila Gaquin – abstain, Nick Knoellinger-yes, Steve Smith-yes, and Peter Kilpatrick- abstain. Motion passed four yes votes and two abstentions.

Moved by Steve Rubey, seconded by Sheila Gaquin, to elect David Kane as Vice-Chair. Steve Rubey– yes, David Kane – abstain, Sheila Gaquin – yes, Nick Knoellinger-yes, Steve Smith-yes, and Peter Kilpatrick- abstain. Motion passed four yes votes and two abstentions.

Steve Smith graciously volunteered to act as Secretary for the Planning Commission.

Planning Commission Training – David Williams, Director and Amy Vira, Deputy Prosecuting Attorney, presented what the role and expectations of the Planning Commission members is. Other items brought forward: OPMA regulations, emails, appearance of fairness, and conflict of interest. David Williams and Amy Vira both responded to questions and comments from the Planning Commission.

Minutes of October 8, 2021 Special Meeting

Moved by David Kane, seconded by Nick Knoellinger, to approve the minutes as submitted. David Kane – yes, Sheila Gaquin-yes, Steve Smith-abstain, Nick Knoellinger-yes, Steve Rubey-abstain, and Peter Kilpatrick-abstain. Motion passed with three yes votes and three abstentions (Smith, Rubey, and Kilpatrick).

Minutes of October 15, 2021

Moved by David Kane, seconded by Sheila Gaquin, to approve the minutes as submitted. David Kane – yes, Sheila Gaquin-yes, Steve Smith-abstain, Nick Knoellinger-yes, Steve Rubey-abstain, and Peter Kilpatrick-abstain. Motion passed with three yes votes and three abstentions (Smith, Rubey and Kilpatrick).

Public Access Time – The following spoke:

Anne Marie Shanks, Orcas Island	Louisa Quinones, Orcas Island	Brent Lyles, Executive Director of Friends of the San Juans
John Campbell, Orcas Island	Alexandra Gayek, Orcas Island	Fred Klein, Orcas Island

Public access time was closed with the option to reopen.

Comprehensive Plan Status Update Briefing – Sophia Cassam, Planner II

Sophia Cassam updated the Planning Commission that the status of the Comprehensive Plan update and responded to questions and comments from the Planning Commission.

Moved by David Kane, seconded by Nick Knoellinger, to recommend to staff and the County Council that the Planning Commission meet twice a month to manage workflow. Steve Rubey-yes, Steve Smith-yes, David Kane-yes, Nick Knoellinger-yes, Peter Kilpatrick-yes, and Sheila Gaquin-yes. Motion passed unanimously.

Town Hall Events Update and Planning – Sophia Cassam, Planner II

Sophia Cassam updated the Planning Commission that the status of the Town Hall events and responded to questions and comments from the Planning Commission. Discussion was held about surveys questions on housing and climate change being developed by Planning Commissioners. Also discussed was getting a more detailed workplan from staff.

Moved by Steve Rubey, seconded by David Kane, that an additional meeting be held on February 11, 2022, to review the draft survey questions and review the more detailed workplan. Steve Rubey-yes, Steve Smith-yes, David Kane-yes, Nick Knoellinger-yes, Peter Kilpatrick-yes, and Sheila Gaquin-yes. Motion passed unanimously.

Staff will supply the Planning Commission with the San Juan County Affordable Housing Workgroup Strategic Action Plan document. There will be no climate change, housing, or land use Town Halls. No additional public outreach regarding land use review requests is scheduled at this time.


Vacation Rental Cap Recommendation Status Update – Sophia Cassam, Planner II

Sophia Cassam updated the Planning Commission on the status of the vacation rental cap recommendation that the Planning Commission had previously done and the need to have a hearing to supply Findings to that recommendation. She then responded to questions and comments from the Planning Commission.

Adjournment

Moved by Steve Smith, seconded Sheila Gaquin, and unanimously agreed upon by the Planning Commission to adjourn the meeting at 1:23 p.m. The next meeting of the Planning Commission is scheduled for Friday, February 18, 2022 at 8:30 a.m. in the County Council hearing room, Legislative Building, 55 Second Street, Friday Harbor, San Juan Island.

Respectfully submitted,


Lynda Guernsey