



SAN JUAN COUNTY PLANNING COMMISSION SPECIAL MEETING

MINUTES OF THE JULY 19, 2019 MEETING

The meeting of the San Juan County Planning Commission was called to order by Chair, Tim Blanchard, at 8:36 a.m. in the County Council hearing room, Legislative Building, 55 Second Street, Friday Harbor, and San Juan Island.

Planning Commission

Members Present: Tim Blanchard, Pete Moe (By Phone), Michael Pickett, Dale Roundy (out at 11:15 a.m.), Georgette Wong (By Phone), Steve Rubey (out at 11:15 a.m.), and Camille Uhlir.

Planning Commission

Members Excused: Victoria Compton, and Brent Snow.

Department of Community Development (DCD) Staff

Present: Erika Shook, Director; Linda Kuller, Planning Manager; Adam Zack, Planner III; and Lynda Guernsey, AS II

Public Works Department Staff Present:

Christine Coray, Project Engineer

Health Department Staff

Present: Kyle Dodd, Environmental Health Manager

Administrative Items

DCD Update – Erika Shook, Director

1. The planning division of the department has been reorganized by separating current planning and long range planning. Linda Kuller, Planning Manager, Adam Zack, Planner III, and Sophia Cassam, Planner I, will be working on the Comprehensive Plan update and other long-range planning projects.
2. New staff members Sophia Cassam, Planner I and Yancey Bagby, Planner I were introduced.
3. Fred Schaller, Chief Building Official retired and Jason Hensel was promoted to the position from his position of building inspector.
4. The new permit tracking system should be available to the public next week. Some staff will work extended hours to help the public with logging in to the system.
5. A new tentative schedule was handed out to the Planning Commission today for the Comprehensive Plan update and other long-range projects.
6. Outline of Comp Plan briefings for today, Transportation Element and the second draft of the Water Resources Element.
7. Land Capacity Analysis comments will be addressed and a compilation of the comments will come before the Planning Commission in August. New capacity numbers will come before the Commission in September.
8. Discussion of other tentative work plan items for the Planning Commission and County Council. Vacation rentals are a large concern.

The Planning Commission will return to Administrative Items after today's briefings to have staff answer more questions regarding vacation rentals and land capacity.

Minutes of June 21, 2019

Moved by Dale Roundy, seconded by Steve Rubey, to approve the June 21, 2019 minutes as submitted. Motion passed with six yes votes, zero no votes, and one abstention (Uhlir).

Citizen Access Time – And the following spoke:

Stephanie O'Day

Briefing on PREDES-19-0001 Cornelius Holdings, LLC site-specific redesignation for TPN 351444005000 – Adam Zack, Planner III

Adam Zack gave a presentation outlining the proposed redesignation and responded to questions and comments from the Planning Commission.

Briefing on Transportation Element Update Requirements, Status and Schedule – Linda Kuller, Planning Manager, Erika Shook, Director, Christine Coray, Project Engineer

Linda Kuller gave a presentation on the background of the Transportation Element including the requirements of the Growth Management Act. The presentation gave both the existing process and what the process is for the element going forward. Linda Kuller, Christine Coray, and Erika Shook then responded to questions and comments from the Planning Commission.

Briefing on the 2nd Draft of the Water Resources Element – Kyle Dodd, Environmental Health Manager

Kyle Dodd updated the Planning Commission on the second draft of the Water Resources on both the element process and the changes made in this draft. He then responded to comments and questions from the Planning Commission.

Return to Administrative Items

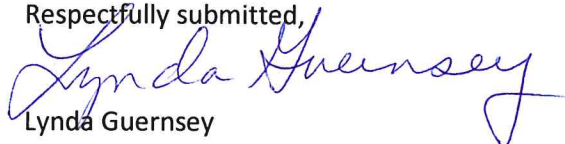
The Planning Commission asked for updates from staff on the items below. Erika Shook, DCD Director, and Adam Zack, Planner III, responded to their questions.

1. Building permits – Due to staffing issues the time out for issuing a permit is 14 weeks. The new permitting system may help this and the job openings are posted.
2. Vacation rentals – Discussion regarding educational process for the public and items that came up at a recent public meeting.

Adjournment

Moved by Michael Pickett, seconded by Camille Uhlir, to adjourn the meeting at 11:31 a.m. and the motion passed unanimously. The next meeting of the Planning Commission will be Friday, August 16, 2019, 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