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**DHPRC Minutes**  
**August 17, 2022**  
**3:00 PM-4:00 PM**  
**Deer Harbor Community Center**  
**Public Meeting**

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Committee Present: Pamela Kyle, Elizabeth Cosby, Barry Madan, Ellen Allen  
Public: (Joined by phone) Cindy Wolf (County Representative), David Williams, SJC  
Director of Community Development

1. Chair: Call to Order at 3:06 PM
2. Quorum - Established
3. Minutes of last meeting (Not presented)
  
4. Old Business
  - a. Reviewed member positions. Pamela Kyle, President, Elizabeth Crosby, Vice President, Ellen Allen Secretary, Barry Madan, Member at Large. Terms expired for Ryan Carpenter, Wesley Heinmiller and Steve Bostic.
  
  - b. Organizational Structure/decision making process of committee going forward. Pamela Kyle opened discussion by presenting guidelines.
    1. Committee can ask to be dissolved
    2. Committee can ask to consolidate with Eastsound
    3. Committee can meet to respond to permits as presented.Committee agreed to #3, “respond to permits as presented”. Currently, three positions are vacant. Pamela Kyle questioned why the DHPRC has a 7 member requirement while others have 4.  
Elizabeth Crosby submitted a notice to the Spring Point Newsletter directing persons interested in joining the Committee to contact Ingrid Gabriel, Clerk to Council, at [ingridg@sanjuanco.com](mailto:ingridg@sanjuanco.com). The Sounder will accept public announcements by 3:00 PM Thursday prior to distribution and can be sent to [smith@soundpublishing.com](mailto:smith@soundpublishing.com).
  
  - c. Status of \$78,000 grant for trail upgrades, which was to be used between January 1, 2020 to December 31, 2020 was discussed. DHPRC was asked by SJCountry to postpone work, due to COVID restrictions. David Williams, Director of Community Development suggested that the status of the funds would be better answered by Colin Huntemer, Public Works Director.
  
  - d. Pamela Kyle updated committee on “Welcome to Deer Harbor Hamlet, est . 1893” sign and stated that the Deer Harbor Community Club has the funding and permission to place on a private property, corner of Deer Harbor Road and Channel Road. An artist to do the work is being researched.

e. Electric Vehicle charging station. No further update.

#### 5. New Business

a. New Permits: Pamela Kyle advised that she reached out to Sophia Cassam regarding status of Deer Harbor permits. Sophia advised that there has been a change in protocol since 2021. Previously, the DHPRC Chair could look up permit applications using a tool on the online portal. This tool was taken away by the service provider in 2021. Since then, Sophia Cassam was tasked with forwarding applications. No new permits have been received in the Deer Harbor Hamlet area. She has forwarded permits of interest to the committee but a public records request needs to be submitted.

b. David Williams stated that a new “Comprehensive Plan” is forthcoming. Elizabeth Crosby asked about specific timing and David stated that it should be finalized and approved by Council at the end of November and then go public in February, 2023. It will address many code changes, first and foremost, looking at affordable housing. David stressed his hope that the DHPRC would facilitate feedback and comments from the community.

c. Public Works concern: Water damage on Deer Harbor Road “path”, sections on east side need fill and gravel.

Meeting adjourned 3:50 PM