




SAN JUAN COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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MEMO

MEMO DATE: March 4, 2021
TO: San Juan County Planning Commission
CC: Erika Shook, AICP, DCD Director
FROM: Adam Zack, Planner III 
SUBJECT: San Juan County Comprehensive Plan
Element B.2 Land Use and Rural
Supplemental Public Participation Plan: Comprehensive Plan Official Map Changes

BRIEFING DATE: March 19, 2021

PURPOSE: To provide the Planning Commission with the planned public outreach that will accompany discussion of possible Official Map changes during the Comprehensive Plan update.

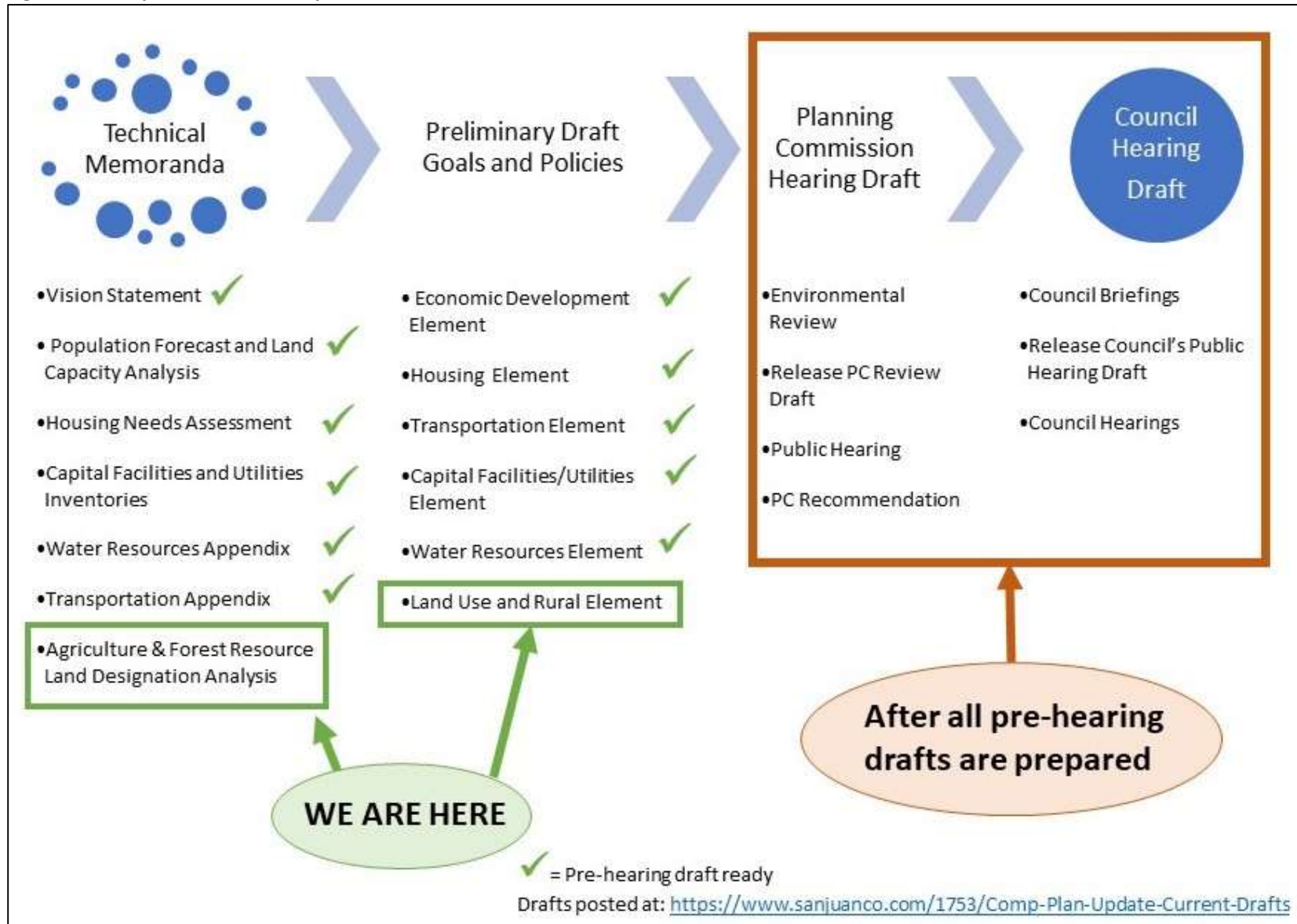
PUBLIC COMMENTS: Please send all public comments to compplancomments@sanjuanco.com. Please do not copy the County Council, Planning Commission members, or County Staff. Written public comments received by noon on March 18 will be provided to the Planning Commission before the meeting.

BACKGROUND: The County is required by the Growth Management Act (GMA) to identify procedures for early and continuous public participation in Comprehensive Plan amendments ([RCW 36.70A.140](#)). The County established a public participation plan with Resolution 21-2016. Public participation strategies were further clarified in a staff memo dated September 8, 2017. These documents have guided the public participation used throughout the Comprehensive Plan (*Plan*) update. The documents are available at the links below.

- Resolution 21-2016: <https://www.sanjuanco.com/DocumentCenter/View/8673/>
- Memo dated September 8, 2017: <https://www.sanjuanco.com/DocumentCenter/View/12969/>

Figure 1 shows the status of the *Plan* update and what general steps remain. Specific public participation actions are needed as the *Plan* update moves forward and the Planning Commission and County Council begin to contemplate land use changes including those to the *Plan* Official Maps. Public participation helps ensure the public is informed of and can provide comments on these consequential changes. The following Supplemental Public Participation Plan for *Plan* Official Map changes establishes the specific actions the County will take to ensure early and continuous public participation in the *Plan* update.

Figure 1. Comprehensive Plan Update Process.



Supplemental Public Participation Plan Comprehensive Plan Official Map Changes

PURPOSE

Publicize possible Official Map changes and ensure the public has an opportunity to comment on them.

STAKEHOLDERS

Stakeholders are members of the community with some interest in the potential changes to the *Plan* Official Maps. They include members of the public, property owners, community organizations, local nonprofits, County advisory committees, and neighboring jurisdictions like the Town of Friday Harbor. The following nonexclusive list shows some of the stakeholders this supplemental public participation plan aims to engage throughout the process of considering changes to the *Plan* Official Maps.

Land Use Designation Review Applicants/Agents: Some property owners and their agents have requested consideration of potential land use designation changes during the *Plan* update.

Property Owners of Parcels with Proposed Changes and Surrounding Properties: These members of the public own property that might be affected by changes to the Official Maps.

Residents of Eastsound: Some land use changes will be considered for the Eastsound Urban Growth Area (UGA). These changes can affect everyone that lives or owns property in the UGA.

Residents of Deer Harbor Hamlet: Some land use changes will be considered for the Deer Harbor Hamlet. These changes can affect everyone that lives or owns property in the activity center.

Town of Friday Harbor: As a neighboring jurisdiction, the Town of Friday Harbor has a stake in decisions affecting the Friday Harbor Urban Growth Area and San Juan Island overall. The *Plan* also has adopted policies that require coordinated planning with the Town of Friday Harbor.

Special Taxing Districts: This group includes the Ports and the San Juan Islands Conservation District. These government entities are not necessarily part of the County government. They will have vested interest in some of possible changes to the Official Maps.

Council Advisory Committees: The County Council has appointed citizen advisory committees to provide input on specific topics or land use changes in specific areas. For example, the Eastsound Planning Review Committee (EPRC) provides input for the County Council on land use topics in the Eastsound Subarea.

Local Nonprofits: Some local nonprofits work in fields that relate to land use changes. The San Juan Preservation Trust, for example, manages private conservation lands that could be affected by changes to land use designations. Other groups like the San Juan Islands Agricultural Guild, work with farmers that could be affected by land use changes. Outreach to these organizations is a key part of getting increased public feedback on possible land use changes.

Affected Tribes: The San Juan Islands are the ancestral lands of several Native American tribes. Land use decisions in the County affect these tribes.

MILESTONES

For the purposes of this supplemental public participation plan, the process of adopting changes to the *Plan* Official Maps is divided into ten milestones. Each milestone presents different public participation challenges and opportunities. The ten milestones are:

1. Initial Planning Commission discussion(s) of possible Official Map changes (April 2021)
2. Initial County Council briefing/discussion of possible Official Map changes (April 2021)
3. Public workshop(s) on Official Map Changes, Public Comment Opportunity (June 2021)
4. Planning Commission public work sessions to respond to workshop feedback, and make recommendations (June 2021)
5. County Council briefing on public workshop and Planning Commission progress (July 2021)
6. Incorporate Official Map Changes into Comprehensive Plan update (summer 2021)

OUTREACH STRATEGIES PER MILESTONE

Each project milestone presents different ways for the public to participate. As such, this public participation plan outlines strategies to engage and inform the public at each milestone. These strategies will help ensure that the public knows how and when to provide input on proposed changes to the *Plan* Official Maps.

1. Initial Planning Commission discussion(s) of possible Official Map changes

- Email/letter to land use designation review applicants/agents
- Email/letter to property owners that might have a change in land use designation
- Staff report publicly available for community organizations to make comments
 - Distribute copies of the staff report to these organizations
- Newsflash on County website with meeting date, agenda, and links to briefing materials
- Public access time at the Planning Commission meeting

1.A. Period between first Planning Commission discussion and second meeting

- Town coordination meeting(s) with Town of Friday Harbor staff

2. Initial County Council briefing/discussion of possible Official Map changes

- Staff report publicly available for comments
- Email to applicants and affected property owners
- Newsflash on County website with meeting date, agenda, and links to briefing materials
- Public access time at the County Council meeting

3. Public workshop(s) on Official Map Changes, Public Comment Opportunity

- Email/notify all stakeholders of public workshops and how to participate
- Newsflash on County website with workshop details
- Public notice/display ad in newspapers
- Advertise on local websites
- Post notice on island bulletin boards
- Public provides comments at the workshop(s)

4. Planning Commission public work sessions to respond to workshop feedback, and make recommendations

- Email/notify all stakeholders
- Follow up email to workshop participants
- Newsflash posted on County website with work session details, agenda, and links to briefing materials
- Public notice/display ad in newspapers
- Advertise on local websites
- Post notice on island bulletin boards

5. County Council briefing on public workshop and Planning Commission progress

- Follow up email to workshop participants
- Newsflash posted on County website with meeting details

6. Incorporate Official Map Changes into Comprehensive Plan update

- Publish *Plan* hearing draft to County website for public consideration

6.A Review need for additional public outreach

- Begin overall Comprehensive Plan update public outreach