



Approved as submitted at the June 17, 2022 Planning Commission Meeting.

**SAN JUAN COUNTY PLANNING COMMISSION MEETING  
MINUTES OF THE MAY 6, 2022 SPECIAL MEETING**

The meeting of the San Juan County Planning Commission was called to order by Vice-Chair, Nick Knoellinger, as there were technical difficulties for Sheila Gaquin and others. The meeting officially started at 9:00 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: Sheila Gaquin, Steve Smith, Nick Knoellinger, Steve Rubey (out for half an hour), Rick Hoffman, Peter Kilpatrick, and Matt Ellingson (out 11 .am. to 12 p.m.).

**Department of Community Development (DCD) Staff**

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

**Health and Community Services Staff Present:**

By Microsoft Teams: Kyle Dodd, Environmental Health Manager/Deputy Director

**Administrative Items**

Confirm Agenda

It was brought forward that Brooke Sullivan, Planner III, had a very short briefing for the Planning Commission on the 2022 Annual Docket.

**Briefing on the 2022 Annual Docket – Brooke Sullivan, Planner III**

Brooke Sullivan stated for the record that the Planning Commission will have a formal briefing on the 2022 Annual Docket on May 20, 2022 and the hearing for the 2022 Annual Docket will be on June 17, 2022.

**Return to Administrative Items**

Public Access Time –

James McCubbin, Legal Representative, Friends of the San Juans Michele Rodriguez, Orcas Island  
Faith Van DePutte, Lopez Island Heather Nicholson, San Juan Island Justin Paulsen, Orcas Island

Public access was closed with the option to reopen.

\*\*\*At this time, Sheila Gaquin was able to take over as Chair.\*\*\*

**Public Hearing on a Revision of Table 18.030.040 Allowable and Prohibited Uses in the Rural, Resource, and Special Land Use Designations for Government Offices - David Williams, Director**

David Williams gave a presentation on the proposed revisions to Table 18.030.040.

Public comment was opened and the following spoke:

Heather Nicholson, San Juan Island

James McCubbin, Legal Representative, Friends of the San Juans

Public comment was closed with the option to reopen.

David Williams then responded to questions and comments from the Planning Commission.

#### Deliberations

Moved by Steve Smith, seconded by Peter Kilpatrick to recommend to the County Council the DCD proposal as submitted. Rick Hoffman-yes, Steve Rubey-yes, Peter Kilpatrick-yes, Matt Ellingson-yes, Nick Knoellinger-yes, Steve Smith-yes, and Sheila Gaquin-yes. Motion passed unanimously.

Discussion was held on the Findings provided by David Williams. A new Finding 5. was added that would state “ When possible Government offices shall be located within the U.G.A.s.”

Moved by Steve Smith, seconded by Rick Hoffman, to adopt the Findings as proposed with the addition of the new Finding 5. Rick Hoffman-yes, Steve Rubey-yes, Peter Kilpatrick-yes, Matt Ellingson-yes, Nick Knoellinger-yes, Steve Smith-yes, and Sheila Gaquin-yes. Motion passed unanimously.

#### **Return to Administrative Items**

##### Minutes of April 15, 2022

Moved by Sheila Gaquin, seconded by Rick Hoffman, to approve the minutes as submitted. Rick Hoffman-yes, Steve Rubey-abstain, Peter Kilpatrick-yes, Matt Ellingson-abstain, Nick Knoellinger-yes, Steve Smith-yes, and Sheila Gaquin-yes. Motion passed with five yes votes and two abstentions (Ellingson and Rubey).

#### **Return to Meeting Agenda Items - Review of Draft Comprehensive Plan:**

##### **Continued Element B.4 Water Resources – David Williams, Director**

David Williams gave a presentation on a review of what the Planning Commission had decided at the last meeting. Kyle Dodd, Environmental Health Manager/Deputy Director of Health and Community Services, gave the Planning Commission some background on the water element. Both David Williams and Kyle Dodd responded to questions and comments from the Planning Commission.

Moved by Nick Knoellinger, seconded by Steve Smith, to accept the Goals portion of the element with edits as presented. Rick Hoffman-yes, Steve Rubey-yes, Peter Kilpatrick-yes, Matt Ellingson-yes, Nick Knoellinger-yes, Steve Smith-yes, and Sheila Gaquin-yes. Motion passed unanimously.

Moved by Rich Hoffman, seconded by Sheila Gaquin, to accept policies 1. through 4. as amended. Rick Hoffman-yes, Steve Rubey-yes, Peter Kilpatrick-yes, Nick Knoellinger-yes, Steve Smith-no, and Sheila Gaquin-yes. Motion passed with five yes votes and one no vote (Smith).

Moved by Steve Smith, seconded by Nick Knoellinger, to accept all policies with highlighted green and yellow changes. Rick Hoffman-yes, Peter Kilpatrick-yes, Nick Knoellinger-yes, Steve Smith-yes, and Sheila Gaquin-yes. Motion passed unanimously.

##### **Element B.6 Transportation -- Sophia Cassam, Planner II**

David Williams gave a presentation on the draft Transportation Element and responded to questions and comments from the Planning Commission.

## 6.2 General Transportation Goals and Policies

### 6.2.A General Goals and Policies

New Goal 5. - Prioritize the development of bike lanes from the ferry terminals to the major points of interest and services on each island, to ensure connectivity utilizing safe designs for vehicle and bike separation.

Add to Policy 10. – (including electric bikes).

New Policy 12. - Encourage bike safe roadway and trail designs to provide for safe separation of vehicles.

New Policy 13. - Recommend a program of utilizing a combination of right of way and private easements to provide for bike connectivity.

By Consensus, accept new Goal 5, modifications to Policy 10, and new Policies 12. and 13.

By Consensus, accept Policy 11. a. and b. in 6.4.B Policies Related to Washington State Ferry System with no changes.

By Consensus, accept new Policy 3. under 6.5.A. Road Classification, which will read: “Where adequate alternatives exist, decommission roads constructed along sensitive shorelines and beaches in order to restore the environmental health of the shoreline, and reduce the excessive costs for repairing and maintaining these roads

By Consensus, the Planning Commission accepts the draft Transportation Element with the changes made at this meeting.

### **Element B.7 Capital Facilities -- Sophia Cassam, Planner II**

Sophia Cassam gave a presentation on the draft Capital Facilities Element and responded to questions and comments from the Planning Commission.

By Consensus, to accept new Policy 8. under 7.3.A. Solid Waste and Recycling Services which will read: “Encourage service providers to manage the solid waste stream cost effectively, consistent with progressive waste reduction and recycling programs designed for sustainability.”

By Consensus, to insert a copy of Policies 1. through 4. from the 8.5.A draft Utilities Element and clarify language about commercial water systems where appropriate.

By Consensus, to accept the draft Capital Facilities Element as modified.

### **Element B.8 Utilities -- Sophia Cassam, Planner II**

Sophia Cassam gave a presentation on the draft Utilities Element and responded to questions and comments from the Planning Commission.

New Fixed Wireless wording under 8.3.3 Communication that will read: “Fixed wireless provides high speed internet service throughout the County by multiple providers.”

New Policy 7. Under 8.5.B Utility Specific Goals and Policies, Electricity that will read: “Ensure that solar installations are sited and designed in a manner that minimizes impacts on agricultural land, allows for flexibility in future agricultural activity and maximizes potential for multiple benefits from “agrivoltaics”.

By Consensus, to accept the draft Utilities Element, with the removal of company names and wording change to Fixed Wireless in 8.3.3 Communication, and new Policy 7. under Electricity.

## **Element B.10 Economic Development-- Sophia Cassam, Planner II**

Sophia Cassam gave a presentation on the draft Economic Development Element and responded to questions and comments from the Planning Commission.

By Consensus, to accept the draft Economic Development Element as presented.

### **Return to Administrative Items**

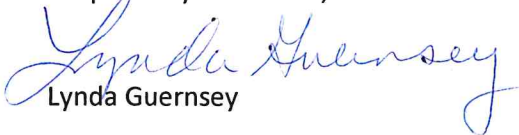
The Planning Commission requested to have the Prosecuting Attorney review the Code of Ethics with them at the next meeting.

David Williams gave a general list of items that DCD is working on.

### **Adjournment**

Moved by Nick Knoellinger, seconded by Rick Hoffman, and agreed upon unanimously by the Planning Commission, to adjourn the meeting at 1:02 p.m. The next meeting of the Planning Commission is scheduled for a Friday, May 20, 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