



**Lopez Village Planning Review Committee**  
**Friday, June 22, 2018, 10:00 a.m. – 12:15 p.m.**  
**Lopez Island Library**

## **Meeting Agenda**

1. Public access comments - Please restrict comments to 3 minutes and be brief
2. Confirm agenda
3. Consider draft June 8, 2018 meeting minutes
4. Staff updates
  - Friday June 15 PC/Council briefing
5. Land Capacity Analysis update
6. Lopez Transition and OPALCO Work Group June comments
7. Schedule and next steps
8. Adjourn



LOPEZ VILLAGE PLANNING REVIEW COMMITTEE

Date: June 8th, 2018

Location: Lopez Library

Minutes approved \_\_\_\_\_, 2018

**Committee Members in Attendance:** Barbara Thomas, Madrona Murphy, Nancy Greene, Annie Albritton, Sandy Bishop

**Committee Members Absent:** Dennis Ryan

**Staff in Attendance:** Linda Kuller, Shannon Wilbur, Adam Zack

**Guests:** Brian Krantz, Lauren Stephens, Dean Frey, Jeff Clark, Brian Silverstein, Ande Finley, Liz Lafferty, Mike Moore, Steve Rubey

Public Comments	<p>Public comments included questions about whether residential use would still be allowed in the proposed commercial designation, and an introduction to the proposal submitted by the OPALCO work group and by Transition Lopez.</p> <p>A request was made for the sidewalk to be extended to Kingfisher Lane and to address parking in the Village.</p> <p>A request was made to include some parcels from the reserve area in the UGA.</p> <p>There was a request to designate the remaining split parcel as all commercial.</p>	
Confirm agenda	<p>Sandy <b>moved</b> that item number 5 (consider revised draft neighborhood enterprise regulations) be moved up to be discussed first.</p> <p>Madrona <b>seconded</b> the motion.</p>	The agenda was <b>confirmed as amended</b> .
<p>Land Capacity Analysis update</p> <p>Consider revised draft neighborhood enterprise regulations</p>	<p>Sandy proposed including a separate "neighborhood enterprise" section of the residential designation in the UGA.</p> <p>Annie disclosed that she is involved in the pending sale of one of the parcels on Milagra Lane but is confident that she will not let this influence her work on the issue on the committee.</p> <p>Nancy emphasized the importance of a compact Village in ensuring shared parking and walkability.</p> <p>Madrona expressed concern about discouraging innovation in the Village by reducing the area where commercial development is allowed.</p> <p>Barbara emphasized the importance of solid long term planning and planning for the next 20 years.</p> <p>Linda reported that they are working on the Land Capacity Analysis methodology.</p> <p>The committee reviewed the changes to the DRAFT neighborhood enterprise regulations.</p> <p>Madrona <b>moved</b> to substitute "Fisherman Bay</p>	



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<p>Road or other Major Collector Road" for Fisherman Bay Road in H2 and H3.</p>	<p>The motion to include "or other Major Collector Road" <b>carried</b>.</p>
<p>Sandy <b>seconded</b> the motion.</p>	
<p>There was a discussion of how trips per day are calculated.</p>	
<p>Madrona <b>moved</b> that the committee go forward with proposed number of trips in the draft regulations.</p>	
<p>Sandy <b>seconded</b> the motion.</p>	<p>The motion to go forward with the proposed number of trips <b>carried</b> 4:1.</p>
<p>There was a discussion of the difference between provisional and conditional uses. Conditional uses require a public hearing, whereas provisional uses go through administrative review.</p>	
<p>Madrona <b>moved</b> that the committee go forward with the Neighborhood Enterprise regulations as modified.</p>	<p>The motion to go forward with the Neighborhood Enterprise regulations <b>carried</b> 4:1.</p>
<p>Sandy <b>seconded</b> the motion.</p>	
<p>Madrona <b>moved</b> that the committee adopt Neighborhood Enterprise as Y in Commercial, N in Institutional, and P in Residential in the UGA.</p>	<p>The motion on allowing Neighborhood Enterprise in Commercial <b>failed</b> 2:3.</p>
<p>Sandy <b>seconded</b> the motion.</p>	
<p>Sandy <b>moved</b> that LCLT off Lopez Road, Milagra, Sunset (as defined in staff recommendation), Kingfisher, and Hummel Lake Road be designated as areas in which Neighborhood Enterprise is allowed.</p>	<p>The motion to approve areas for Neighborhood Enterprise <b>carried</b> 3:2.</p>
<p>Nancy <b>seconded</b> the motion.</p>	
<p>Madrona <b>moved</b> to allow neighborhood enterprise outright in village commercial.</p>	<p>The motion to allow Neighborhood Enterprise in village commercial <b>carried</b>.</p>
<p>Annie <b>seconded</b> the motion.</p>	



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	<p>Nancy <b>moved</b> to have Neighborhood Enterprise allowed conditionally in the selected residential areas.</p> <p>Annie <b>seconded</b> the motion.</p> <p>The committee agreed that Neighborhood Enterprises should not be allowed in village Institutional.</p> <p>There was a discussion of why the Sewer District treatment site is included in residential. The committee discussed moving it to Institutional.</p> <p>Barbara <b>moved</b> to leave the Sewer District treatment site in Residential as currently proposed.</p> <p>Annie <b>seconded</b> the motion.</p> <p>Madrona <b>moved</b> that the last remaining split parcel be zoned all residential.</p> <p>There was no second.</p> <p>Barbara <b>moved</b> that the last remaining split parcel be zoned all commercial.</p> <p>There was no second.</p>	<p>The motion to allow Neighborhood Enterprises conditionally in some residential areas <b>carried</b> 3:1.</p> <p>The motion to leave the Sewer District as is <b>carried</b>.</p>
<p>May 25<sup>th</sup> minutes</p>	<p>Nancy <b>moved</b> to approve the minutes as written.</p> <p>Annie <b>seconded</b> the motion.</p> <p>Motion approved.</p>	<p>The minutes were <b>approved</b> as written.</p>
<p>Staff Updates Friday June 15 PC/Council briefing</p>	<p>Linda reminded folks that public comments should be submitted to <a href="mailto:LVASPComments@sanjuanco.com">LVASPComments@sanjuanco.com</a> so that they can be recorded and posted without a reply trail.</p>	
<p>Parking and road standards</p>	<p>The committee clarified that the 50% increase is meant as a square foot expansion in area used.</p> <p>There was a discussion of the dollar value used.</p>	<p>The committee agreed to increase the change in value from \$50,000 to \$75,000 by consensus.</p>



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Consider Lopez Transition and OPALCO Work Group comments	The committee commended the work that went into the comments on the Comp Plan.	A more clearly color coded copy of the comments will be shared with the committee.
Schedule and next steps	The public hearing will likely be in September.	
Next meeting	The meeting adjourned at 12:20pm.	



LOPEZ VILLAGE PLANNING REVIEW COMMITTEE

Date: May 25, 2018

Location: Lopez Library

Minutes approved June 8, 2018

**Committee Members in Attendance:** Barbara Thomas, Madrona Murphy, Nancy Greene, Annie Albritton, Sandy Bishop

**Committee Members Absent:** Dennis Ryan

**Staff in Attendance:** Linda Kuller, Adam Zack

**Guests:** Sage Dilts, Mike Webb, Dean Frey, Marcia DeChadenedes, Roxy Webb, Donald Christensen, Gary Berg, Kim Foley, Liz Lafferty,

Public Comments	<p>Public comment included requests that some parcels from the reserve area be included in the UGA. The committee discussed who makes such a decision, which in the end is the Growth Management Hearings Board on recommendations from the county. Changes won't be considered until the capacity analysis is completed.</p> <p>Requests were made to keep the parcels on Kingfisher Lane in commercial designation so that their future business potential is preserved, to allow businesses there without requiring that the owner or operator live on the property, and to allow businesses to grow their operations without having to move into the core of the village.</p> <p>A request for a sidewalk by the post office was made.</p> <p>There were questions about when the new speed limit signs will be installed.</p> <p>There was a request to extend the 20 mph speed limit along Fisherman Bay Road to just after the S-curves.</p> <p>A request was made to extend the sidewalk along Fisherman Bay Road to Kingfisher Lane.</p> <p>Questions were raised about the status of stormwater projects in the village and whether the tree plantings will actually calm traffic.</p> <p>The committee was urged to include climate resiliency in the plan, and be bold about change needed to make the village more resilient.</p>	
Confirm agenda	Annie <b>moved</b> to confirm the agenda. Nancy <b>seconded</b> the motion.	The agenda was <b>confirmed</b> .
May 11 <sup>th</sup> minutes	<p>Corrections were made to the minutes. Changes in formatting to keep decisions with their discussion was suggested.</p> <p>Nancy <b>moved</b> to approve the minutes as corrected. Annie <b>seconded</b> the motion.</p>	The minutes were <b>approved</b> as corrected.



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Date: May 25, 2018

Location: Lopez Library

Minutes approved June 8, 2018

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**Committee Members Absent:** Dennis Ryan

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<p>Staff Updates</p>	<p>Linda reported that she had updated Jamie Stephens on the plan's progress and that he had expressed his preference that his parcel be zoned all commercial rather than split into two zones, but is otherwise pleased with the progress.</p> <p>Outreach meetings for the Comp Plan update may be pushed out later into the year (they were scheduled for the end of July, but may take place in August or September).</p> <p>Linda and Shannon are working on cleaning up the parking and road standards.</p> <p>Public input on the Comp Plan vision has been very helpful, and is being incorporated.</p>	
<p>Land Capacity Analysis update and direction on assumptions</p>	<p>Adam discussed the Land Capacity Analysis assumptions. After the analysis is run staff will meet with utilities to look at and include any development issues.</p> <p>The committee discussed the 1,000 sf used as an assumption for residential spaces in mixed use buildings. Compared to existing apartments over commercial spaces in Lopez Village it is slightly small (the average is closer to 1,100 sf), but there are only a few apartments to compare. Adam explained that 1,000 square feet seemed reasonable because some spaces might be smaller and some larger. Whichever number is picked will only be used for the capacity analysis and is not a regulation about what size apartments are allowed to be built. The land capacity analysis is not regulatory.</p> <p>Sandy <b>moved</b> to use 1,000 square feet for a residential unit in mixed use for capacity analysis assumptions. Nancy <b>seconded</b> the motion.</p> <p>There committee was asked whether the maximum footprint of 6,000 sf was per building or per lot. The committee clarified that the maximum is per building and a lot may have more than one 6,000 sf buildings where they do not exceed the allowable</p>	<p>The motion to use 1,000 square feet <b>carried</b>.</p> <p>A footnote will be added to clarify that this applies to individual building footprints.</p>



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	impermeable surface.	
Possible code amendments to the draft cottage enterprise standards	<p>The committee reviewed proposed Neighborhood Enterprise regulations.</p> <p>Neighborhood Enterprise is built off of the Cottage Enterprise regulations but allows a more active business with more employees and a larger number of trips.</p> <p>Currently cottage enterprise requires a Provisional use permit in village residential and commercial draft regulations.</p> <p>There was a discussion of whether the first step in a neighborhood enterprise should be defining the neighborhood.</p> <p>The committee suggested merging the requirements on signs, and including a requirement that applicants submit a plan that includes proposed hours of operation.</p> <p>The committee agreed that it would like to go ahead with including cottage enterprise as a category to be allowed in parts of the village (possibly just the parcels along Kingfisher Lane).</p>	
Finalize map questions Fisherman Bay—Kingfisher area requests (Frey, Hodges, Hernandez, Palmer, Arnston)	<p>Madrona <b>moved</b> to propose including all of the parcels in the yellow box in the village commercial land use designation.</p> <p>The motion <b>failed to get a second</b>.</p> <p>Madrona <b>moved</b> to propose including all of the parcels that were requested (the marked parcels) in village commercial.</p> <p>Sandy <b>seconded</b> the motion.</p>	<p>Motion failed.</p> <p>The motion <b>failed 2:3</b>.</p>
Next meeting	The meeting adjourned at 12:15pm.	

1 **18.XX.XXX Live/work units in the village commercial designation.**

2  
3 Live work/units are subject to the following:

4  
5 **A.** A mixed-use concept plan must be submitted to DCD **prior to a required** pre-application  
6 meeting.

7  
8 **B.** Multiple live-work units may occur in one (1) structure.

9  
10 **C.** **Alternative compliance? For flexibility**

11  
12 **18.XX.XXX Neighborhood enterprise.**

13  
14 The following standards apply to neighborhood enterprises:

15  
16 **A.** The enterprise employs or contracts with no more than ten (10) persons on site.

17  
18 **B.** The neighborhood enterprise is supplements the residential use of a dwelling unit or multi-  
19 family units. The residential function of the dwelling units and property shall be maintained.  
20 The owners or operator of the neighborhood enterprise must reside on the parcel.

21  
22 **C.** A neighborhood enterprise may operate out of existing or new buildings that comply with  
23 Chapter 15.04 SJCC. (*Note: Construction Codes*).

24  
25 **D.** If one or more structures accessory to a single-family residence or multi-family unit is used  
26 for the conduct of the neighborhood enterprise, the total use area in accessory structures devoted  
27 to it shall not exceed 2,500 square feet in area on parcels two acres or less in size, except for  
28 existing accessory buildings constructed before the effective date of this code.

29  
30 **E.** Sales and services related to the neighborhood enterprise are allowed. Small scale exterior  
31 display of goods for sale shall be allowed in an area not to exceed four by six feet (4' x 6').  
32 Drive through windows are not allowed.

33  
34 **F.** Outdoor storage areas exceeding five hundred (500) square feet shall not be visible from  
35 adjacent properties or rights-of-way. They must be visually screened by fencing, existing  
36 vegetation or landscaping that complies with SJCC. 18.XX.XXX (*landscaping code*).

37  
38 **G.** No more than two signs are allowed. No sign may be larger than two square feet, internally  
39 illuminated, or made of reflective material.

40  
41 **H.** The impacts of the neighborhood enterprise must not:

- 42  
43 1. Increase the one-hour average background sound level by more than two (2) decibels at the  
44 property boundary.

45

1 2. Generate traffic that would exceed ~~five~~ twenty (20) round trips per day if the use is located  
 2 on a local access road or a non-surfaced minor collector road; fifty (50) round trips per day if  
 3 located on a surfaced minor collector road; or one hundred (100) round trips per day if located  
 4 on and access is permitted from Fisherman Bay Road.

5  
 6 3. Have visible parking spaces except from Fisherman Bay Road or other major collector.  
 7 Parking shall otherwise be screened from view from adjoining properties by a "Type A"  
 8 landscaping screen in accordance with SJCC 18. XX.XXX (LV landscaping requirements) or  
 9 visual fencing.

10  
 11 I. Applications for proposed neighborhood enterprises must include the following information  
 12 addition to the general land use application requirements:

- 13  
 14 1. A complete project narrative that describes the business proposal including:  
 15  
 16 a. the size, scale and intensity relative to the residential development on the lot;  
 17 b. hours, days, times of operation;  
 18 c. the number of employees;  
 19 d. the number of anticipated vehicular trips per day;  
 20 e. the number of required parking spaces and how the proposal will meet those  
 21 requirements;  
 22 f. the proposed ingress and egress;  
 23 g. location of proposed clearing, grading or vegetation removal;  
 24 h. the use of any existing buildings and the size;  
 25 i. location and use of any proposed structures;  
 26 j. provisions for storage, type, use;  
 27 k. description of and location of lighting and lighting requirements in SJCC 18.XX  
 28 section X;  
 29 l. description and location of landscaping that meets the requirements in SJCC 18.XX  
 30 section X; and  
 31 m. explanation of how the use will be located, designed and operated so as to not  
 32 interfere with neighboring properties.  
 33 2. Proposals to mitigate any neighborhood impacts.

34  
 35 J. The director may condition the permit to address possible adverse impacts associated with the  
 36 neighborhood enterprise.

37  
 38 K. The owner(s) of a neighborhood enterprise shall certify compliance with the performance  
 39 standards in subsections (A) through (H) of this section, at the time the business commences,  
 40 every five years, and at the time of sale of the property. Written certification shall be submitted  
 41 to the department in a format approved by the administrator that references the permit number.  
 42  
 43  
 44  
 45  
 46  
 47

Land Use	Lopez Village <sup>1, 2, 3</sup>		
	VC <sup>14</sup>	VI	VR <sup>13</sup>
Unnamed recreational uses	C	C	C
<b>Residential Uses<sup>7</sup></b>			
Cottage enterprise	P	N	P
Neighborhood enterprise	Y	N	P <sup>15</sup>
Farm worker accommodations	N	N	N
Farm – stay	N	N	N
Home occupation	Y	N	Y
Mobile home parks <sup>(6)</sup>	N	N	C
Multifamily residential units (3+ units)	Y	N	Y
Single-family residential unit, stand-alone	N	N	Y
Two-family residential (duplex), stand-alone	N	N	Y
Live-work units <sup>8</sup>	Y	N	N
Unnamed residential uses	C	N	C
Vacation rental of residence or accessory dwelling unit	Y	N	P
Vacation rental in a commercial building	Y	N	N
<b>Transportation Uses</b>			
Airfields	N	N	N
Airports	N	N	N
Airstrips	N	N	N
Hangars	N	N	N
Helipads associated with a medical clinic	Y	N	N
Ferry terminal	C	N	N
Parking lots, commercial	N	N	N

Land Use	Lopez Village <sup>1, 2, 3</sup>		
	VC <sup>14</sup>	VI	VR <sup>13</sup>
Lumber mills, portable maybe temporary	Y	N	P
Nurseries (retail only)	Y	N	N
Small-scale slaughterhouses	N	N	N
Unnamed agricultural and forestry uses	C	N	C

**Notes:**

1. All uses must be consistent with the goals and policies of the land use designation in which they are proposed to occur; the Land Use Element of the Comprehensive Plan, and the Lopez Village subarea plan.
2. A land use or development proposed to be located entirely or partly within 200 feet of the ordinary high water mark of a regulated shoreline is within the jurisdiction of the Shoreline Master Program, and is subject to the applicable provisions of Section 3 of the Comprehensive Plan and Chapter 18.50 SJCC, as well as the applicable provisions and permit requirements indicated in this table. Please refer to Chapter 18.50 SJCC for specific use regulations and regulations by shoreline environment; see also SJCC 18.80.110 for shoreline permit requirements.
3. Overlay districts provide policies and regulations in addition to those of the underlying land use designations for certain land areas and for uses that warrant specific recognition and management. For any land use or development proposed to be located entirely or partly within an overlay district, the applicable provisions of the overlay district shall prevail over any conflicting provisions of the UDC.
4. Indoor entertainment centers may not exceed six thousand (6,000) square feet.
5. Low impact facilities shall not include stadium lighting, permanent goalposts, grandstands, concession stands, or artificial turf.
6. This row is to be only used for the development of mobile home parks that will use additional density allotted through a transfer-of-development-rights (TDR) program. Otherwise, a mobile home park must meet the requirements of the subdivision regulations of Chapter 18.70 SJCC. For a platted mobile home park, allowable uses are indicated by the row "Single-Family Residential Unit."
7. Owners or persons responsible for any horse, sheep, swine, donkey, goat, or other grazing animal, or rooster shall not allow the animal to go at large in any public road or place. Such animals may only be housed on lots that are five (5) acres or larger.
8. When associated with a mixed-use building, the residential unit or units must be located on the second floor to allow commercial development on the bottom floor, except that residences may be placed behind the commercial portion of the building on the first floor. The ratio of residential floor to commercial floor area allowed is fifty percent (50%).
9. To minimize commercial developments on lands designated village residential, wireless facilities other than joint use wireless facilities must be accessory to a legal conforming or nonconforming structure and cannot be the primary land use.
10. Though a project permit is not required, facilities are subject to the requirements for joint use wireless facilities in Chapter 18.40 SJCC.
11. Agricultural activities are allowed except for "agricultural processing, retail and visitor serving facilities for products" in the village residential designation.
12. Forest practices including timber harvesting, except for Class IV General are regulated by the Washington Department of Natural Resources (see SJCC 18.40.120 through 18.40.180).
13. In Lopez Community Land Trust planned developments, small-scale agricultural activities, commercial uses, home occupations, and cottage industries are allowed with the approval of the Land Trust administration.
14. Commercial businesses must be operated in a way that will prevent unreasonable disturbance to area residents and that complies with San Juan County Code. No use of the property shall be made that

1 produces unreasonable vibration, noise, dust, smoke, odor or electrical interference to the detriment of  
2 adjoining properties.

3 15. In the village residential designation, only properties identified by the following tax parcels are eligible for  
4 neighborhood businesses:

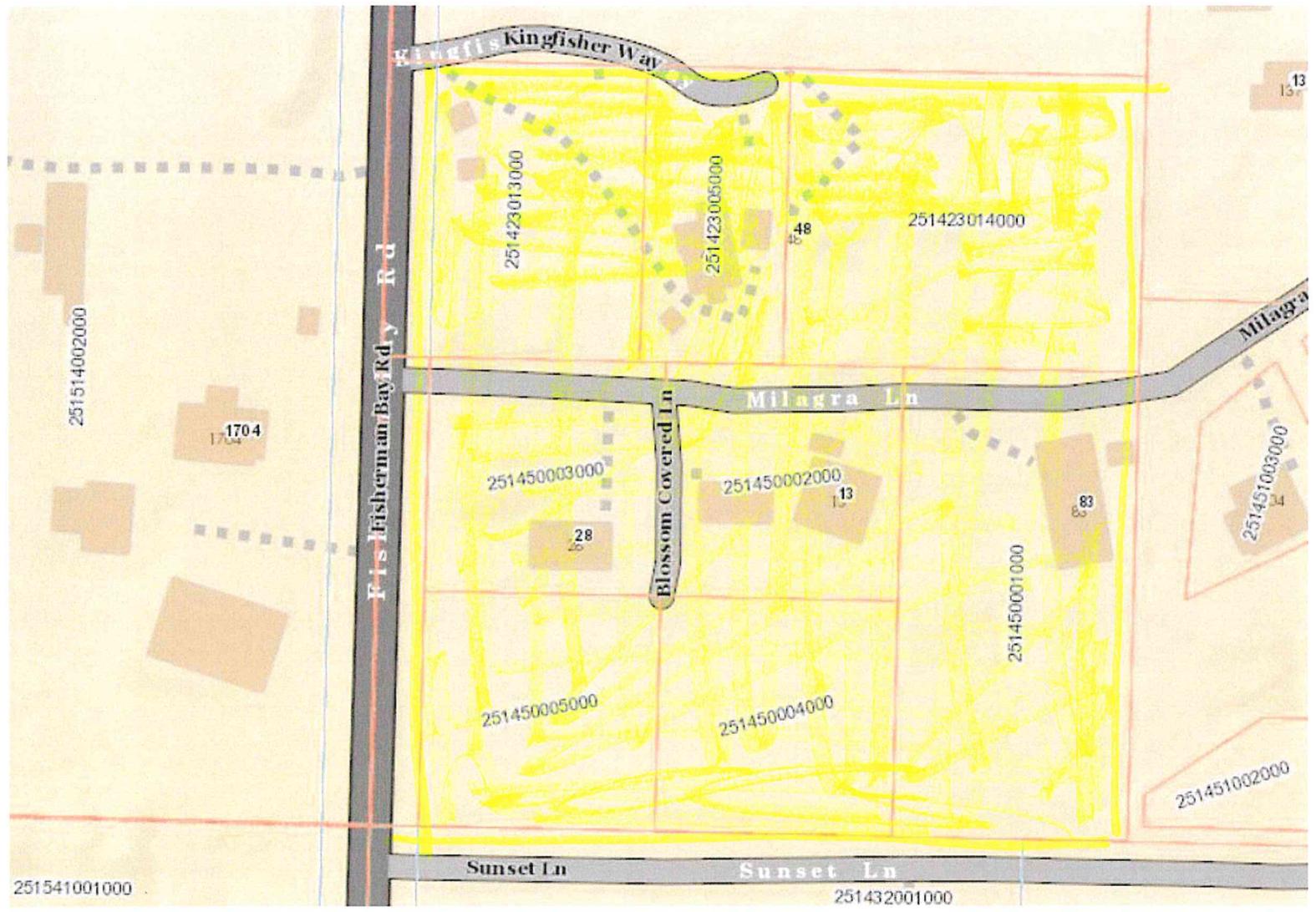
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17 **18.XX.XXX Lopez Village urban growth area setbacks and dimensional standards.**

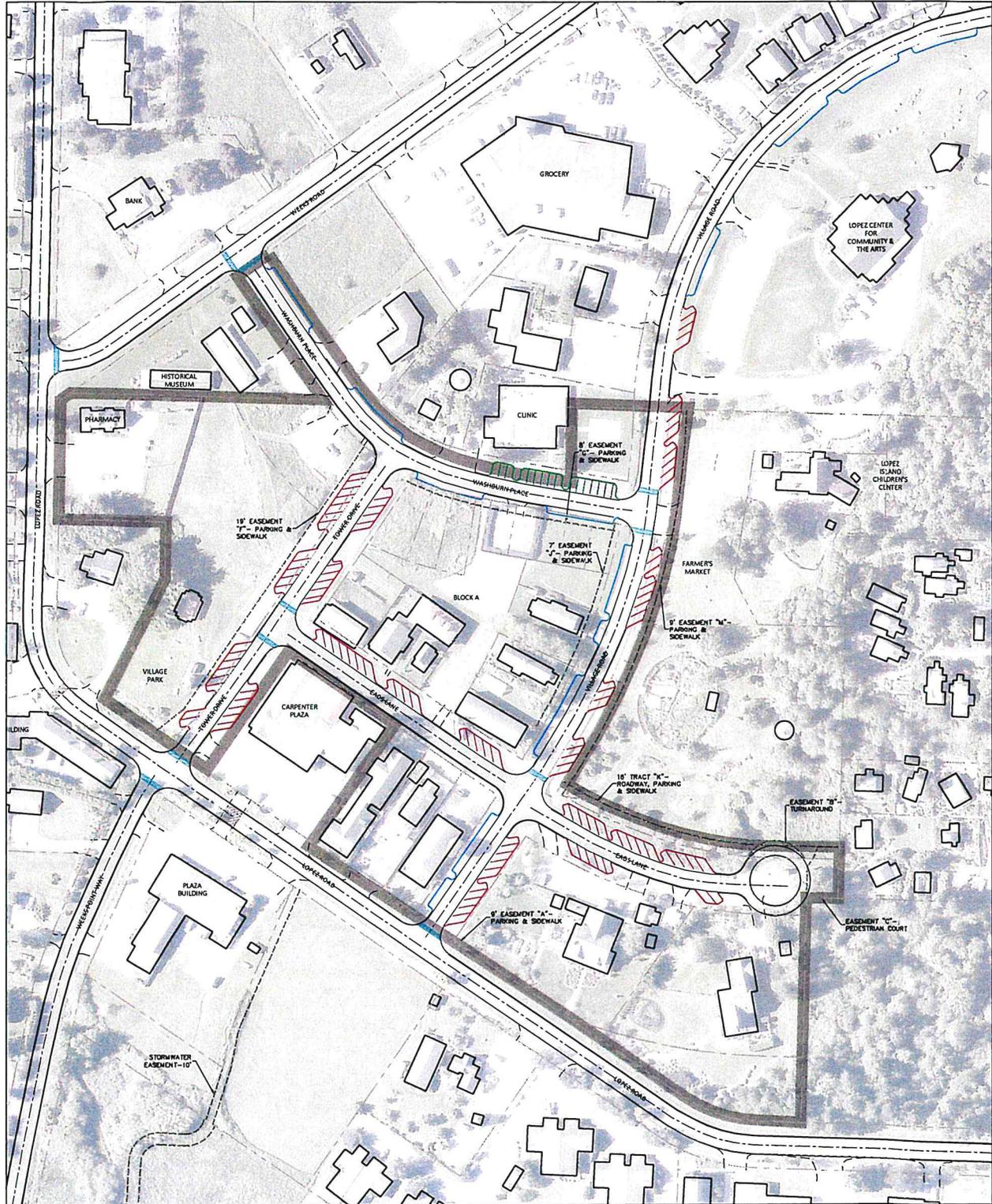
18

**Table XX.XX.XXX Lopez Village urban growth area setbacks and dimensional standards.**

Development Standard	Land Use Designation		
	Village Commercial	Village Institutional	Village Residential
<b>Setbacks<sup>1-6</sup></b>			
Front or Road <sup>3,4,5</sup>	Maximum of five (5) feet <sup>6</sup>	Minimum of five (5) feet	Minimum of five (5) feet
Side	IRC or IBC* As applicable	IRC or IBC* As applicable	IRC or IBC* As applicable
Rear	Minimum of ten (10) feet	Minimum of ten (10) feet	Minimum of ten (10) feet
Rear - for Lopez Village Association Plat Block A and lots 21-23 in the village commercial designation	IRC or IBC* As applicable	NA	NA
<b>Maximum Building Dimensions</b>			
Maximum building footprint per building <sup>7, 8, 9</sup>	Six thousand (6,000) square feet	Six thousand (6,000) square feet	Three thousand (3,000) square feet
Height <sup>10</sup>	Thirty-five (35) feet	Thirty-five (35) feet	Thirty-five (35) feet





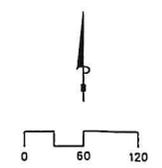


**LEGEND**

PARCEL BOUNDARY	---	ANGLED PARKING	
EASEMENT/TRACT BOUNDARY	- - - -	PARALLEL PARKING	
EDGE OF PAVEMENT	---	HEAD IN PARKING	
ROAD CENTERLINE	---	PARKING ENTITLEMENT AREA AFN 921799998	
EXISTING CROSSWALK			
PROPOSED CROSSWALK (SUBJECT TO FUTURE DEVELOPMENT)			

**NOTES**

- EASEMENT INFORMATION PROVIDED BY "PLAT OF LOPEZ VILLAGE DIVISION 3: A PLANNED UNIT DEVELOPMENT ON LOPEZ ISLAND", GOVERNMENT LOT 4, SECTION 15, TOWNSHIP 35 NORTH, RANGE 2 WEST, W.M.



SHEET	1	OF	1
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**PARKING PLAN WITH ENTITLEMENT AREA**  
 LOPEZ VILLAGE STANDARD DETAILS  
 LOPEZ ISLAND  
 SAN JUAN COUNTY PUBLIC WORKS



PROJECT: 18/0018  
 DESIGNER: A. HERN  
 CHECKED: D. OSTERBERG  
 REVISIONS: A. HERN  
 REVIEWED: G. HOFFMANN

**San Juan County**  
 Public Works Department  
 Office of the County Engineer  
 915 Spring Street  
 Friday Harbor, WA 98250

COUNTY ENGINEER: P.E. [Signature]  
 APPROVED DATE:

**18.30.XXX Road and driveway standards.**

- A. Except as modified by this section, the public road standards in SJCC18.60.090 and private road standards in SJCC18.60.100 shall apply within the Lopez Village urban growth area.
- B. Unless there is no feasible alternative, shared driveway access to more than one (1) property is required.
- C. On-street parking requirements in the Lopez Village parking entitlement area depicted in Figure X are addressed *in section X of this ordinance (Lopez Village parking requirements)*.
- D. In the village commercial and institutional designations, property owners shall install road improvements when required by subsection E below or agree to install them under specific conditions. Such conditions shall be established during permitting by the director in coordination with the county engineer. Required improvements are depicted on the Lopez Village connectivity plan in the Lopez Village subarea plan and the standard plans adopted by the County for Lopez Village urban growth area,
- E. Public road frontage improvements are required when property adjoining a public road is proposed to be subdivided or developed and:
1. The proposal will increase traffic volumes by more than fifty percent (50%);
  2. The proposed development requires substantial improvements (those that have a market value of at **least \$ 75,000**. The market value shall include the total cost of all improvements such as electrical, mechanical, plumbing, and structural changes to a building or facility within any twelve (12) month period or single development permit application that **amount to 50 percent (50%) or more of the** value of the building or facility. The assessor's fair market value or a current appraisal by a qualified professional may be used to determine the current value; **and**
  3. The development is one of the following:
    - a. Development of a parking lot on a vacant parcel;
    - b. An expansion of the existing use area by twenty-five percent (25%); Change of use of a property such as subdivision or of an existing building's construction code occupancy class to another;
    - c. An addition to an existing building's square footage by twenty-five percent (25%); or
    - d. Construction of a new building.
- F. The following developments do not require public road frontage improvements:
1. Interior remodels with no change in footprint that are not substantial improvements as defined in subsection E above;
  2. Interior remodels that do not involve a change in occupancy; and

**June 8 Draft approved by LVPRC**

3. A change of use occurs that does not increase the traffic volumes by more than fifty percent (50%).

**G.** When public road frontage improvements are required and sufficient right-of-way exists, the County will provide improvements depicted on the standard plans adopted by the county for Lopez Village urban growth area when such work is scheduled on public works' six-year transportation improvement program.

**H.** To ensure consistent street alignment, the property owner must coordinate with the county engineer to obtain construction elevations and grades to be used in project construction drawings for improvements required in subsection D above. Construction plans for frontage improvements must be approved by the county engineer prior to construction.

**I.** As a part of any agreement to install any improvements required in subsection D above at a future date, the property owner shall agree to participate in a road improvement project for the entire road when it is upgraded by the county. The county engineer may waive or defer the requirement to install improvements at a future date if the property owner demonstrates that the requirement is not feasible due to unique topographical or existing development characteristics, or improvements would provide no public benefit. The waiver or deferment request shall be in writing and must explain why the request is necessary. The decision must be in writing and include findings. *(SW take out last sentences- PA?)*

**J.** The Lopez Village standard plans approved by the County engineer shall be used to construct public road frontage improvements in Lopez Village urban growth area.

**K.** Property owners may request a modification of the Lopez Village urban growth area standard plans by submitting a request in writing to the department. The County engineer may recommend a modification of the standard plans for public or private roads. The decision shall include findings demonstrating the need and rationale for the modification.

**L.** Proposed modifications, revisions or additions to Lopez Village urban growth area standard plans shall be presented to the department and Lopez Village Planning and Review Committee for review and comment prior to approval by the County engineer and council.

**M.** The current edition of the Institute of Transportation Engineers (ITE) Traffic Generation Manual may be used to determine the number of trips.

**18.XX.XXX Pedestrian circulation.**

**A.** All subdivisions shall provide easements and paths that connect to adjacent paths shown in adopted County plans for public trails.

**B.** Pedestrian paths in the village commercial and village institutional designations shall be designed and constructed in accordance with the Lopez Village standard plans.

**18.XX.XXX Parking in Lopez Village Association Plat parking entitlement area.**

- A.** Lots identified in the parking entitlement area depicted in Figure X below and Column VIII of Exhibit B of AFN 92184514 (Lopez Village Association Plat Block A and lots 21-23) have on-street parking entitlements. No additional on-street parking spaces are required for development or project permits in this area.
- B.** Exhibit C of AFN 92179998 regarding parking space requirements by use shall not apply to development or uses in the parking entitlement area.
- C.** Transfer of on-street parking right entitlements parking area shall be processed in accordance with Exhibit D of AFN 92179998.
- D.** The County will maintain the public roads and provide the total number of parking spaces indicated in Exhibit B of AFN 92179998 for the Lopez Village Association Plat Block A and lots 21-23 in the parking entitlement area depicted below:

**18.30.XXX Lopez Village parking requirements.**

- A. The parking requirements in SJCC18.60.120 shall not apply to parking in Lopez Village except as required by this section.
- B. At the time of application for a development, building, or occupancy permit if no building permit is required, a parking layout plan shall be submitted to the department for review consistent with the requirements of this section.
- C. All private parking areas shall provide adequate space for turning or maneuvering without using public rights-of-way for internal circulation.
- D. Driveways that provide ingress and egress between off-street parking areas and abutting streets shall be constructed in accordance with the SJCC 18.XX.XXX (Lopez Village road and driveway standards) and the standard plans adopted for the Lopez Village urban growth area.
- E. If lighting is provided in parking areas, it shall be in accordance with section X of this ordinance (*Note: lighting*).
- F. Accessible parking spaces and access for physically handicapped persons shall be provided in accordance with Section 7503 of the regulations adopted pursuant to Chapter 19.27 RCW, State Building Code, and Chapter 70.92 RCW, Public Buildings – Provisions for Aged and Handicapped.
- G. Parking spaces designed and dedicated for alternative forms of transportation may be substituted for required parking spaces. A minimum of ten (10) parking spaces must be provided before an alternative parking space may be used. The following substitutions are allowed:
1. Parking for three (3) motorcycles equals one (1) vehicle space. One (1) such substitute space is allowed;
  2. A bicycle rack for eight (8) bicycles equals one (1) vehicle space. Two (2) such substitute spaces are allowed; and
  3. A hitching post with adequate space for four (4) horses equals one (1) vehicle space. One such substitute space is allowed.
- H. Parking for residential units shall be provided as follows:
1. One (1) parking space for each dwelling unit of one thousand (1,000) square feet or less, and
  2. Two (2) parking spaces for all dwelling units greater than one thousand (1,000) square feet.

**I.** Parking spaces for all nonresidential uses permitted in the village residential designation shall be located on the same lot that they are required to serve.

**J.** Except for residential units and excluding the requirements for other residential uses such as cottage enterprise, vacation rental, etc. the number of required on-site parking spaces shall be determined using SJCC 18.60.120(B) and Table 6.4. The minimum parking space dimensions for public road frontage are in the standard plans adopted by the County for Lopez Village urban growth area or in SJCC 18.60.120(A)(8) and Table 6.5 for private parking spaces.

**K.** Commercial and institutional development shall provide on-site parking at a rate of one (1) space per employee per shift plus the accessible spaces required by subsection F of this section. In addition, property owners must provide the number of parking spaces otherwise required by SJCC 18.160.120 Table 6.4 for commercial and institutional uses such as spaces per square footage. Parking must be provided in road frontage improvements when they are required. Other required parking spaces may be met by:

1. Building the spaces on-site;
2. Providing shared parking per subsection S below;
3. Contributing funds or dedicating land to the Lopez Village parking fund described in subsection S(1); or
4. Dedicating land to a parking land bank described in subsection S(2).

**L.** All uncovered on-site parking lots of five (5) or more spaces in the village commercial and institutional designations shall be designed and installed using pervious surfaces.

**M.** New on-site parking lots of five (5) spaces or more shall be placed away from public roads and behind buildings unless an eight (8)-foot-wide landscaped buffer is provided according to the requirements of section X of this ordinance (*Note: landscaping*). Parking lots including the landscape buffer shall be located twenty (20) feet from road edge of pavement and shall not occupy more than fifty (50) percent of the frontage of any public road.

**N.** An additional eighteen (18) inches more than the minimum width requirement shall be provided for on-site parking spaces that abut a landscaped area on the sides of the vehicle to provide a place to step other than the landscaped area.

**O.** Wheel stops are required where a parked vehicle would encroach on an adjacent property, rights-of-way, landscaped areas, or pedestrian access or circulation areas.

**O.** On-site parking for commercial and mixed-use developments located northwest of Weeks Road shall be located north of the development. Screening shall be provided in accordance with section X of this ordinance (landscaping).

**P.** On-street parking shall conform to the standard plans adopted by the county for Lopez Village urban growth area.

**Q.** Required off-street parking areas located within the jurisdiction of the Shoreline Master Program shall comply with SJCC Chapter 18.50 and 18.60.120 Tables 6.4 and 6.5.

**R.** Shared parking is encouraged in Lopez Village urban growth area. When proposed, a shared parking agreement shall be submitted to the department with the application and it shall be:

1. Be based upon the hours of operation for each use that do not overlap more than one-half hour;
2. Be located within one thousand (1,000) feet of the property lines of the property it will serve;
3. Require signage for shared parking lots shall be no larger than four (4) square feet that is visibly posted in the parking lots; and
4. Be processed and authorized by the department as follows:
  - a. The property owner shall provide written lease(s), license(s), agreement(s), or fee arrangement(s) for the shared parking for review by the administrator for compliance with this section;
  - b. If approved, a condition of approval shall require that the lease(s), license(s), agreement(s), or fee arrangement(s) shall be recorded as a deed restriction on the title of all applicable properties by the property owners. A copy of the recording shall be submitted to the department referencing the permit number; and
  - c. The deed restrictions may not be revoked or modified without written authorization by the administrator.

**S. Except for required frontage improvements???**

In lieu of constructing the required commercial or institutional on-site parking spaces identified in K above at the time of development, parking requirements may be reduced to two-thirds (2/3) of the number of required stalls. The parking requirement may be satisfied by one of the following options:

1. Making a contribution to the Lopez Village urban growth area parking fund prior to development; or
2. Dedicating land to the Lopez Village parking land bank. The amount of land dedicated for future public parking will be based on the number of stalls required in this subsection.

**18.XX.XXX Parking credits and register.**

**A.** The department will establish and maintain a parking credit register to track contributions to the parking fund and parking land bank.

**B.** If right-of-way is dedicated to the county for the purpose of constructing one on-street public parking stall, the property owner shall receive credit for one and one-half (1.5) parking stalls.

**C.** Property owners may contribute money or land to the Lopez Village parking fund or parking land bank in advance of the actual current need or requirement to provide on-site parking. Such contributions will be noted in the parking register maintained by the department as a parking credit for the owner.

**D.** Property owners may convey, pool, or share their accrued parking credits with those of other Lopez Village urban growth area property owners and apply them to fulfill parking requirements for future development.

**18.XX.XXX Lopez Village parking fund and parking land bank.**

**A.** A Lopez Village parking fund and parking land bank are to be created and administered by the county council or their designee for the Lopez Village urban growth area.

**B.** The Lopez Village parking fund and parking land bank shall be administered for the planning, acquisition, design, development, financing, construction, repair, management and maintenance of on-site public parking areas. These areas must be located in the village commercial or institutional designation. Project priorities may be recommended by the LVPRC and/or a Lopez Village parking subcommittee, and established by county council.

**C.** The Lopez Village parking fund and parking land bank administrator is authorized to accept monetary contributions and donations of land or easements in lieu of the number of required parking spaces for project or development permits. The administrator may also maintain a parking improvement fund to manage the funds collected for the purpose of developing public parking lots in Lopez Village.

**D.** County council may direct money or dedicate land into the parking fund and parking land bank to be used for fund purposes.

**E.** After receiving the recommendations of the LVPRC, and parking fund and parking land bank administrator, the county council shall establish and regularly review the parking space fee to keep it current with existing costs. The fee shall be based on the average cost of providing a parking space in the village commercial designation and shall include a specified amount for repair and maintenance of a parking space. Parking fee rates may be established by county council resolution.

**F.** The parking fund and parking land bank administrator shall develop an amortization plan for payments from property owners who make monetary contributions in lieu of providing on-site parking. The county council or parking fund and parking land bank administrator may record any financing and amortization plans as a lien against the subject property in a manner prescribed by law.

**18.XX.XXX In lieu parking fees and dedications of land and easements.**

A. In lieu of providing required on-site parking spaces, an applicant may pay in-lieu parking fees to the county as follows:

1. For development located within the village commercial and institutional designations, an applicant may file a written request to the director for a waiver of all or part of the on-site parking requirements required by section X of this ordinance and SJCC 18.60.120 Table 6.4. If the director waives these requirements, the applicant must contribute to the Lopez Village urban growth area parking or parking land bank fund in accordance with subsection X of this section. Payment of in-lieu fees:

- a. Is based on the number of required parking spaces;
- b. Parking in-lieu fees will be assessed based on the following formula:
  - i. Multiply the required number of private parking stalls by two-thirds (2/3) to obtain the number of required public stalls;
  - ii. Multiply the required number of public stalls by the in-lieu parking fee established by the county to determine the total in lieu parking fees; and
  - iii. Partial space credits will be rounded to the nearest whole number;
- c. Payment of in-lieu parking fees must be made prior to permit issuance or development; and
- d. A property owner who dedicates land or easements in lieu of a monetary contribution or provision of on-site parking will receive parking credits based upon the formula established in subsection A(1)(b) of this section or the appraised value of the land in the County assessor's valuation.

**18.XX.XXX Off-street loading requirements.**

The off-street loading requirements in SJCC18.60.140 may be used as guidelines.

**18.30.XXX. Bicycle parking standards.**

A. All bicycle parking and storage shall be located in safe, visible areas that do not impede pedestrian or vehicle traffic flow. Bicycle parking areas shall be visible from the building entrance or indicated by directional signs. They may be located within one thousand (1,000) feet of the subject property.

**June 8 Draft approved by LVPRC**

**B.** Bicycle racks shall be placed a sufficient distance from walls and other barriers so all useable sides of the racks are accessible.

**C.** Bicycle racks must be securely anchored to the ground or wall and designed to allow either a bicycle frame or wheels to be locked to the structure.

**Lopez Village Urban Growth Area (UGA)  
Subarea Plan Project Overview**



June 15, 2018

San Juan County Council  
and  
Planning Commission

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**Presentation Overview**

- Growth Management Act (GMA)
- Urban Growth Areas (UGA)
- Lopez Village Urban Growth Area
- Lopez Village Subarea Plan:
  - Overview and Planning Process
  - Plan Concepts, Components and Status
- Next Steps




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**Washington State Growth Management Act (GMA)**

Requires that counties reduce sprawl, and

"Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner"

It does not require a specific percentage of projected growth be allocated to urban growth areas which are intended to provide urban services and higher density housing options than rural areas.

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### San Juan County UGA Boundaries

Are based on the premise that:

Fifty percent of future development on Orcas and Lopez Islands would occur within their urban growth areas.




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### Growth Management Act

Subarea plans must:

- Align with GMA planning goals to help protect public health, safety and welfare;
- Be consistent with the SJC Comp Plan, development regulations and capital budgets; and
- Plan for concurrent development of public facilities and services.

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### What is a Subarea Plan?

- It is a part of SJC's GMA Comprehensive Plan;
- A more specific guide to development for a specific area; and
- An opportunity for Lopezians to have greater control over future development in the Village.

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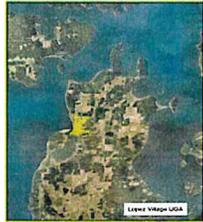
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### Lopez Village UGA Orientation

- Approximately 197 acres on the western side of Lopez Island
- About 1.6 miles in length and 1/2 mile wide
- Western boundary is largely the shoreline of Fisherman Bay
- Eastern boundary extends in a N/S alignment encompassing some parcels east of Fisherman Bay Road




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### Lopez Village Urban Growth Area (UGA)

- Dark blue: Urban Growth Area
- Brown: Urban Growth Reserve Area
- Green: Outside of the UGA




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### Lopez Village UGA adopted in 2005

- Sized for 50% of Lopez's 20-year growth;
- Current Density: 4 residences/acre, plus an affordable housing density bonus;
- One use designation - Village Commercial; and
- The same regulations apply throughout the UGA.




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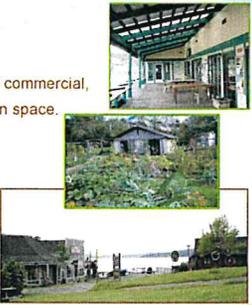
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### Lopez Village Character

Lopez Village is characterized by a mix of commercial, institutional and residential uses, and open space.

Its identity and appeal draws on:

- Views and setting;
- A classic street grid;
- Small-scale buildings;
- Fine, local details; and
- Being the cultural and social center of the island.




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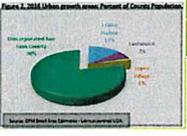
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### Lopez Village UGA Population

Lopez Village UGA 2016-2040 population forecast: proportionate share of State.

	2000	2002	2010	2018	2020	2028	2030	2038	2040
Lopez Island Population	2176	2317	2380	2456	2540	2677	2801	2936	3000
Lopez Village UGA (state proportionate share of total population)	137	150	159	171	177	186	194	202	209
Percentage of Island Population UGA	6.30	6.47	6.68	6.93	6.93	6.93	6.93	6.93	6.93




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Village Market Pop-up Studio

### Subarea Plan Overview

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### Lopez Village Subarea Planning Process



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### Lopez Village Planning and Review Committee



Volunteers appointed by County Council:

- Barbara Thomas, Chair
- Annie Albritton
- Sandy Bishop
- Nancy Greene
- Madrona Murphy
- Dennis Ryan

LVPRC usually meets every 2 weeks  
Next meeting: June 22 – 10 am Lopez Library

Plan dedication: Dan Drahn

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### How Were the Drafts Developed?

Through a reiterative process taking into account:

- past planning efforts,
- multiple viewpoints, and
- public comments.



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### Planning Background

- Decades of Village planning;
- Many past workshops & surveys;
- Community visioning; and
- Common themes from past planning efforts were incorporated in the draft.




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### Using Past Planning Results...

- 1966 Lopez Village Corporation
- 1998 Growth Management Act
- 2002 Character/size of UGA
- 2003 Randal Arendt workshop
- 2008 Lopez UGA & ad-hoc Committee formed
- 2010 Islanders voted for a subarea plan
- 2014 Subarea plan development begins in summer




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### Key Subarea Plan Concepts

**1. Healthy community environment**

Health is a function that has three essential processes:

- Human health
- Built environment & its support systems
- Social & service networks

**2. Health is a broad and interrelated concept**

Health care

Emerging urban environments, employment, transportation, housing, recreation, education, and energy performance, risk management

Quality of community and links of resources & identity with place

**3. Our health depends on getting these concepts right**

- Protect the environment;
- Build a healthy community;
- Improve walkability;
- Support mixed-uses and a variety of housing types; and
- Retain a vibrant sense of place.

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### Subarea Plan Components

- Community vision;
- Goals expressing the vision;
- Policies to guide decision-making and accomplish goals;
- Planning background, existing conditions, population and housing projections, etc. and
- Official maps.




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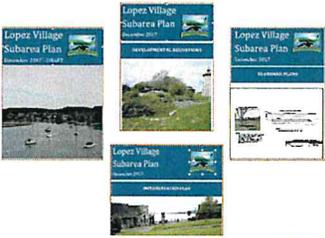
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### Subarea Plan and Implementation Components

The subarea plan contains the vision, contextual plan, goals, policies, and maps.

For plan implementation:

- Development regulations;
- Standard plans; and
- An implementation plan.




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Vision	Core Values
<p>Lopez Village is on the mouth of Fisherman Bay and is the social and commercial core of the Island where local matters.</p> <p>The Village provides opportunities for a sustainable quality of life within a friendly and responsible community setting.</p> <p>Natural systems which support the Village are thoughtfully cared for and valued.</p>	<p>ENVISION THE CREATION OF</p> <div style="display: flex; justify-content: space-between;"> <div data-bbox="472 1535 592 1591"> <p>A sustainable, diverse marine village with ecological integrity oriented to long-term responsibility of its natural resource, very protection of Fisherman Bay and that resource used responsibly and right done.</p>  <p>A viable, beautiful, and diverse economy with employment opportunities, viable businesses, and centers for recreation and culture.</p> </div> <div data-bbox="597 1535 734 1591"> <p>An exciting, distinctive series of plans based on the inherent qualities of our natural and built environment, reflect historic and cultural assets, unique local character, and commitment to historic land stewardship, and forward-sited design including sustainable building practices and smart transportation.</p>  <p>A vibrant, healthy community that fosters equity, diversity, and equity to place, and value local engagement in shaping Village development to achieve a high overall quality of life.</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div data-bbox="472 1724 592 1759"> <p>A well-maintained, healthy landscape for recreation, health, beauty, and sustainable.</p> </div> <div data-bbox="597 1724 734 1759"> <p>A healthy village, with a range of services and one where residents and visitors feel, work, play and families or a safe, attractive, healthy and healthy environment.</p> </div> </div>

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### Subarea Plan Official Maps

The official maps will show:

- land use designations;
- public facilities;
- recreation;
- open area; and
- transportation facilities.




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### Started with Several Map Options

In 2015, we took public comments on three map options.

The result was Alternative 3 with three land use designations:

- Village Commercial;
- Village Residential; and
- Village Institutional.




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### Other Draft Maps Completed

MAP	
Connectivity	Existing and proposed paths with crosswalks
Tree Planting	Locations for proposed trees and species
Parking	Proposed parking areas with crosswalks
Parking Entitlement Area	Lopez Village Association designation




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### Draft Development Regulations

Land Use Table	Lopez Village
Commercial Uses	
Animal shelters and kennels	C-1
Artisan activities	C-2
Auto fuel service stations and repair services	C-3
Bed and breakfast inn	C-4
Bed and breakfast residence	C-5

- Land use table;
- Dark sky lighting;
- Sign;
- Landscaping;
- Parking; and
- Road standards.

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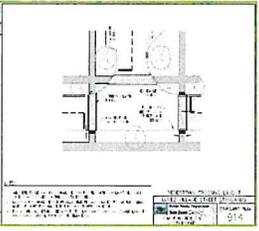
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### Draft Standard Details

STANDARD PLAN NO.	DESCRIPTION	NOTES
311	Typical Street Sections	No parking 355 parallel parking
312	Typical Street Sections	45 single parking & main arterial
313	Parking Layout	
314	Pedestrian Crossing Layout	With crosswalks
315	Streetscape Details	With driveway
316	Pedestrian Path	Specifications
317	Pedestrian Bridge Requirements	Material Concepts



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### Draft Implementation Plan

Project Description	Responsible	Priority	Cost	Funding Source	Year							
					2017	2018	2019	2020	2021	2022	2023-2026	
<b>GENERAL</b>												
Provide education and outreach on the new future plan, regulations and standards.	LUPAC and DCD											
Develop a permit application system, review checklist for projects located in Lopez Village.	LUPAC and DCD											
Create a Lopez Village development webpage with links to the future plan, regulations, standards and other resources.	DCD											
<b>RECREATION</b>												
Construct a play area for small children.	Community, CDC Parks/ Fee											

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### Where are we in the process?

- January - Refined preliminary drafts
- February - Pop-up studios
- March - Open house
- February - April - On-line mini-poll
- April – County Council update on Lopez Island
- May – Advertised a special Q & A session, defined land capacity methodology assumptions, addressed public comments
- May - June - Responding to public comments, making revisions to draft plan, maps and regulations, preparing the land capacity analysis




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### Next Steps....

- **Finish land capacity analysis. Make final edits to the drafts;**
- Get LVPRC recommendation on final drafts and write ordinances;
- Brief County Council and Planning Commission on drafts;
- State Environmental Protection Act/60 - day notice of intent to adopt;
- Joint public hearing (Council & Planning Commission) on Lopez (Sept);
- Planning Commission deliberates and makes recommendation to Council; and
- Council deliberates and makes the decision to adopt a Subarea Plan.

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### Project Website

<https://www.sanjuanco.com/909/Lopez-Village-Subarea-Plan>

Find Vision, Goals, Policies, Plan Maps, Regulations, Standard Details and Implementation Plan

View Public Comments

Look for updated drafts by July 6




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**Public Participation is Very Important**

Subscribe to receive emails about outreach events and public hearings at: <http://www.sanjuanco.com/list.aspx>

Visit the project website:  
<http://www.sanjuanco.com/909/Lopez-Village-Subarea-Plan>

**Email Comments to: [LVSPcomments@sanjuanaco.com](mailto:LVSPcomments@sanjuanaco.com)**

or Mail them to:  
Linda Kuller, SJC DCD, P.O. Box 947, Friday Harbor, WA. 98250

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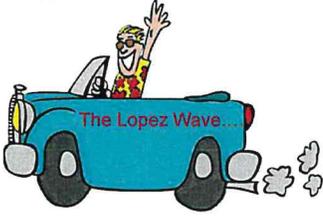
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**Questions?**




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