



SAN JUAN COUNTY  
DEPARTMENT OF COMMUNITY DEVELOPMENT

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**MEMO**

**REPORT DATE:** September 10, 2018  
**TO:** San Juan County Council  
**FROM:** Adam Zack, Planner III   
**VIA:** Linda Kuller, AICP, Planning Manager   
**FOR:** Meeting September 25, 2018  
**SUBJECT:** 2036 San Juan County Comprehensive Plan Update: Housing Unit Forecast  
**ATTACHMENT:** Draft August 17, 2018 Planning Commission Minutes

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**Action Requested:** Staff requests a recommendation from County Council on which housing unit forecast method should be used in the *Housing Needs Assessment* (HNA), an appendix to the SJC Comprehensive Plan. Two forecasting methods were discussed in the July 5, 2018 and August 2, 2018 staff reports.

**Planning Commission Recommendation:** On August 17, 2018, the Planning Commission recommended housing unit forecast Method Two. This method uses annual building permit data.

**Staff Recommendation:** Staff recommends that Method Two be used to determine the forecasted housing unit total to be used in the HNA.

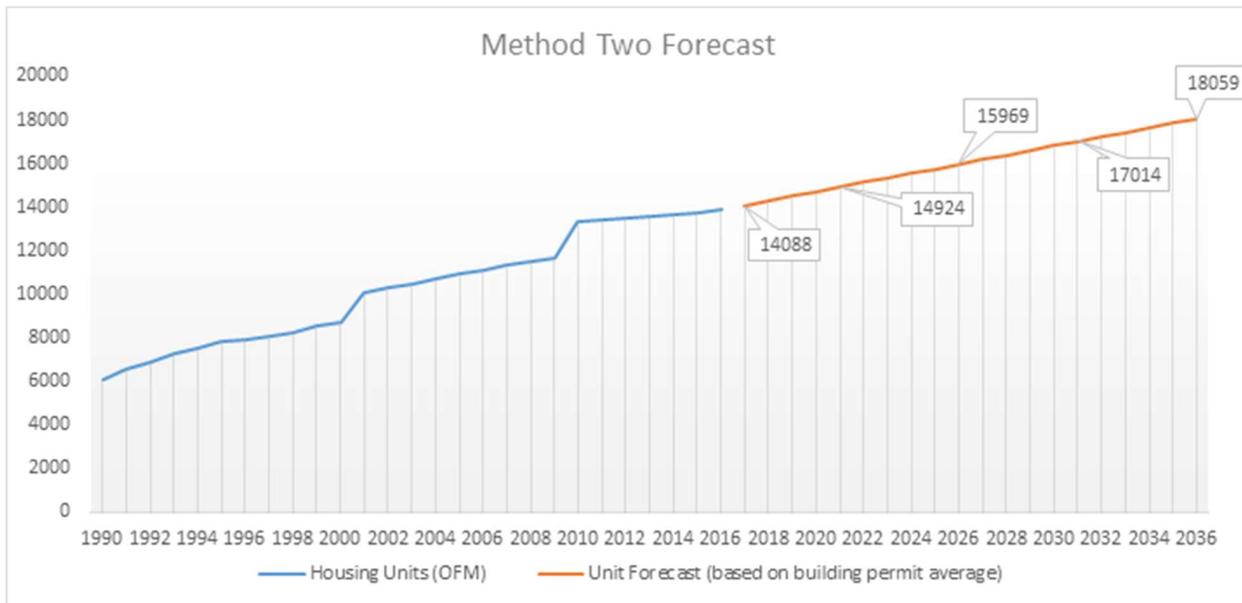
**Proposed Motion:** I move to recommend housing unit forecast Method Two, as outlined in the staff report dated July 5, 2018, to inform the HNA.

**Background:** The housing unit forecast will provide an estimated number of housing units the County can expect within the Comprehensive Plan update planning horizon.

Staff briefed the Planning Commission and County Council on July 20, 2018, about two possible methods of forecasting housing units. Method One is based on a statistical analysis of WA State Office of Financial Management (OFM) housing unit estimates from 1990 to 2016. Method One forecasted 20,531 housing units by the year 2036. Method Two applied the average number of permits from 1980 to 2016 on an annual basis to arrive at 18,059 total forecasted housing units by 2036. The July 5, 2018 staff report provides in-depth discussion of each method and their implications.

Following the briefing on July 20, Planning Commission and County Council had follow-up questions on components of the housing unit forecast. The August 2, 2018, staff report addresses the questions and was presented to the Planning Commission on August 17, 2018. By consensus, the Planning Commission recommended housing unit forecast Method Two.

## Method Two



## Associated Documents and Links

| Document Title  | Summary  | Link  |
|---|--|---|
| Staff report dated July 5, 2018                                     | This staff report presents the two housing unit forecasts and discusses the issues related with each.  | <a href="https://www.sanjuanco.com/DocumentCenter/View/16466/2018-07-05_DCD_Housing_Forecast_-Jt_PC_CC_07-20-2018">https://www.sanjuanco.com/DocumentCenter/View/16466/2018-07-05_DCD_Housing_Forecast_-Jt_PC_CC_07-20-2018</a>                           |
| Staff report dated August 2, 2018                                   | This staff report provided the additional information the County Council and Planning Commission requested following the July 20, 2018 briefing. | <a href="https://www.sanjuanco.com/DocumentCenter/View/16614/2018-08-02_DCD_Zack_Housing_Unit_Forecast_Fol-up_PC_CC_08-17-2018">https://www.sanjuanco.com/DocumentCenter/View/16614/2018-08-02_DCD_Zack_Housing_Unit_Forecast_Fol-up_PC_CC_08-17-2018</a> |
| <i>Housing Needs Assessment</i> second draft dated October 12, 2017 | This is the most recent draft of the <i>Housing Needs Assessment</i> , which includes edits made in response to public comments.                 | <a href="https://www.sanjuanco.com/DocumentCenter/View/13231/10-16-17-Housing-Needs-Assesment--Second-Draft">https://www.sanjuanco.com/DocumentCenter/View/13231/10-16-17-Housing-Needs-Assesment--Second-Draft</a>                                       |
| Video and agenda for the July 20, 2018 briefing                     | For reference, the housing unit forecast briefing begins at 1:09:38 in the video.  | <a href="https://media.avcaptureall.com/session.html?sessionId=4c7822b2-b792-4caa-9c73-8f192e38f24b&amp;prefilter=30,5838">https://media.avcaptureall.com/session.html?sessionId=4c7822b2-b792-4caa-9c73-8f192e38f24b&amp;prefilter=30,5838</a>           |
| Video and agenda for the August 17, 2018 briefing                   | For reference, the housing unit forecast follow up briefing begins at 2:09:15 in the video.  | <a href="https://media.avcaptureall.com/session.html?sessionId=4102c9d0-d628-439c-8aa8-4ab97895054a&amp;prefilter=30,5838">https://media.avcaptureall.com/session.html?sessionId=4102c9d0-d628-439c-8aa8-4ab97895054a&amp;prefilter=30,5838</a>           |



**DRAFT**  
**SAN JUAN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**WITH THE COUNTY COUNCIL**

**MINUTES OF THE AUGUST 17, 2018 MEETING**

The meeting of the San Juan County Planning Commission was called to order by Chair, Tim Blanchard, at 9:00 a.m. in the County Council hearing room, Legislative Building, 55 Second Street, Friday Harbor, San Juan Island.

County Council

Present: Bill Watson and Jamie Stephens

County Council

Excused: Rick Hughes

County Council

Staff Present: Ingrid Gabriel, Clerk to the Council

Planning Commission

Members Present: Tim Blanchard, Camille Uhlir, Pete Moe, Steve Rubey, Dale Roundy, Victoria Compton, and Michael Pickett.

Planning Commission

Members Excused: Brian Ehrmantraut and Brent Snow

Department of Community  
Development (DCD) Staff

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

Dept. of Ecology Staff

Present: Joe Burcar, Shoreline Planner

Planning Commission Chair Tim Blanchard opened the Planning Commission portion of the meeting and noted that Brian Ehrmantraut and Brent Snow were unable to attend. He also announced that Brian Ehrmantraut had tendered his resignation from the Planning Commission.

**Administrative Items**

Minutes of July 20, 2018

Moved by Steve Rubey, seconded by Michael Pickett, to approve the minutes as submitted. Motion passed seven yes votes, zero no votes, and zero abstentions. Motion passed unanimously.

Citizen Access Time

No one wished to speak.

County Council Chair Bill Watson opened the County Council portion of the meeting and noted that Rick Hughes was not in attendance.

**Public hearing and deliberations on an Ordinance Amending San Juan County Ordinance 11-2017; and San Juan County Code 18.20.190, 18.50.020, 18.50.140, 18.50.350, 18.50.390, and 18.50.420 (Shoreline Master Program Compliance) – Linda Kuller, Planning Manager**

Linda Kuller summarized the process for the hearing suggesting that the Planning Commission and County Council hear public comment today and that deliberations be moved to the Planning Commission meeting on September 21, 2018. The Council/Commission agreed and noted that the meeting on the 21<sup>st</sup> would also be a joint meeting.

Public testimony was opened and the following spoke: Janet Alderton, Orcas Island

Kimberly Secunda, Orcas Island San Olson, Lopez Island Steve Bernheim, Orcas Island

Sue Bauer, Orcas Island Stephanie Buffum, Exec. Director, Tina Whitman, Science Director,  
Friends of the San Juans Friends of the San Juans

Level Pratt, Liz Lafferty, Lopez Island Jonathan Rodriguez Atkatz, San Juan Island  
Marine Protection Director,  
Friends of the San Juans

Public testimony was closed with the option to reopen. Joe Burcar, Shoreline Planner with the Dept. of Ecology, along with staff, responded to questions and comments from the Planning Commission and the County Council.

Public testimony was reopened and the following spoke:

Level Pratt, Marine Protection Director, Stephanie Buffum, Exec. Director,  
Friends of the San Juans Friends of the San Juans

Jonathan Rodriguez Atkatz, San Juan Island Kyle Loring, Advising Attorney for Friends of the San  
Juans

Nancy Atkatz, Henry Island Janet Alderton, Orcas Island

Public testimony was closed again with the option to reopen. The Planning Commission continued the hearing to September 21, 2018, 10:30 a.m. at the Lopez Center for Community and the Arts. The County Council continued the hearing also to the same date, time, and location.

**Briefing on the Lopez Village Subarea Plan – Linda Kuller, Planning Manager**

Linda Kuller and Barbara Thomas, Chair of the Lopez Village Committee, updated the Council and Commission with an overview of the latest information regarding the Lopez Village Plan as it gets ready go to hearing at the joint meeting September 21 on Lopez. Linda Kuller thanked the Lopez Village Committee and staff for all of their hard work throughout this process. Barbara Thomas and Linda Kuller responded to questions and comments from the Council and Commission.

**Briefing on the Economic Development Element Comprehensive Plan Update – Victoria Compton, Executive Director, Economic Development Council; and Members of the Economic Development Council Board**

Victoria Compton, Executive Director, Economic Development Council (EDC), and Bill Appel, EDC Board

member, explained the EDC's process as part of updating the Economic Development Element and responded to questions and comments from the Council and Commission.

**Briefing on the Comprehensive Plan Transportation Element Update – Christine Coray, Project Engineer**

Christine Coray, Project Engineer, explained the items in her staff report dated August 6, 2018 and responded to questions and comments from the Council and Commission.

**As Council member Jamie Stephens needed to depart the meeting, Council Chair Watson adjourned the County Council portion at 2:13 p.m. for lack of a quorum and the Planning Commission meeting continued.**

**Briefing on the Six-Year Transportation Improvement Program (TIP) 2019-2024 – Colin Huntmer, County Engineer**

Colin Huntmer, County Engineer, explained the six year TIP process, presented the draft six year TIP for 2019 – 2024, and responded to questions and comments from the Planning Commission.

**Briefing on the Seasonal Population Follow-up - Erika Shook, Director**

Erika Shook, Director, updated the Council and Commission on the seasonal population numbers through her memo dated August 2, 2018 and responded to questions and comments from the Planning Commission.

**Briefing on the Housing Unit Forecast Follow-up – Adam Zack, Planner II**

Adam Zack, Planner II, summarized the information, in regards to the Housing Unit Forecast, from the staff report dated August 2, 2018 and respond to questions from the Planning Commission.

By Consensus, the Planning Commission chooses Method 2 in regards to Housing Unit Forecasting for planning purposes.

**Briefing on Comprehensive Plan Issues – Erika Shook, Director, and Adam Zack, Planner II**

Erika Shook, Director, explained the purpose of the issues list as stated in the memo dated August 2, 2018. Adam Zack, Planner II, went through the list of issues for the elements of the Comprehensive Plan and added items that the Planning Commissioner's suggested. The Planning Commission was asked to send any additional suggestions for the list of issues to Adam Zack through email to Clerk, Lynda Guernsey by August 24, 2018.

**Adjournment**

Moved by Michael Pickett, seconded by Victoria Compton, to adjourn the meeting at 4:42 p.m. The next joint meeting of the County Council/Planning Commission will be Friday, September 21, 2018, at 10:30 a.m. in the Main Room, Lopez Center for Community and the Arts, 204 Village Road, Lopez Island.

Respectfully submitted,

Lynda Guernsey