



SAN JUAN COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT

135 Rhone Street, PO Box 947, Friday Harbor, WA 98250
(360) 378-2354 | (360) 378-2116 | FAX (360) 378-3922
cdp@sanjuanco.com | www.sanjuanco.com

MEMO

REPORT DATE: July 2, 2020
TO: San Juan County Planning Commission
CC: Erika Shook, AICP, Director, Department of Community Development (DCD)
FROM: Sophia Cassam, Planner I *SC*
SUBJECT: 2020 Annual Docket: Planning Commission Public Hearing
Proposed Text Amendments to the SJC Comprehensive Plan and Development Regulations
HEARING: Planning Commission: July 17, 2020
ATTACHMENTS: A. Summary of 2020 Annual Docket Requests and Staff Recommendations

Purpose: Transmittal of staff recommendations to the Planning Commission for a public hearing on the 2020 Annual Docket.

Proposed motion language: If the Planning Commission chooses to recommend the staff recommendations to the County Council, the following language could be used:

I move that the Planning Commission recommend that County Council adopt the 2020 Annual Docket as recommended by the Department of Community Development in Attachment A of the staff report dated July 1, 2020.

Alternatively, if Planning Commission chooses to recommend DCD staff’s recommendations in part, the following language could be used:

I move that the Planning Commission recommend that County Council adopt the 2020 Docket as recommended by the Department of Community Development for requests 20-000X, 20-00X, and 20-000X in Attachment A of the staff report dated July 2, 2020.

I move that the Planning Commission recommend that County Council (take X action on) Docket request(s) 20-000X.

Background: The Growth Management Act (RCW 36.70A.470(2)) allows any interested person to request amendments to the Title 18 Unified Development Code (UDC) or the San Juan County Comprehensive Plan (*Plan*) including policy or map changes. This is known as the “annual docket” process.

The 2020 Annual Docket application deadline was March 1, 2020. Seven requests were received. They are summarized in Attachment A. The complete docket requests and staff analysis were transmitted to Planning Commission and County Council on May 11, 2020. The staff report from that date is posted on the website at <https://www.sanjuanco.com/1658/2020-Annual-Docket>. Staff provided initial briefings to Planning Commission on June 19, 2020, and to County Council on June 23, 2020.

Next Steps: Following the public hearing, Planning Commission will deliberate and make a recommendation to County Council as to what docket items should be added to DCD’s work program. Then, staff will brief the Council on the Planning Commission recommendation. County Council will hold a public hearing and adopt a resolution.

Staff Recommendation: See Attachment A for a summary of requests and recommendations. Four of the requests received are recommended by staff to be considered during the *Plan*. Two requests have been considered as public comment on the draft Transportation Element as part of the *Plan* update. Staff recommends that one request be added to the DCD work program as part of the future critical areas update. Table 1 provides a basic overview of the requests and staff recommendations.

Table 1. Overview of 2020 Annual Docket Requests and Staff Recommendations.

| Request # | Applicant | Keyword | Recommendation |
|-----------|--------------------------|---|---|
| 20-0001 | DHPRC | Deer Harbor Hamlet Subarea Plan Map and development regulations | Consider during the <i>Plan</i> update. |
| 20-0002 | Homes for Islanders | Rural Residential Cluster Development | Consider during the <i>Plan</i> update. |
| 20-0003 | Janet Alderton | Port of Entry | Consider as a public comment on the draft Transportation Element. |
| 20-0004 | John Campbell | Affordable Housing Definition | Consider during the <i>Plan</i> update. |
| 20-0005 | Shanks, Alderton, et al. | Port of Entry | Consider as a public comment on the draft Transportation Element. |
| 20-0006 | Jennifer De Groot | Coastal Cutthroat Trout | Consider during the critical area code update following the <i>Plan</i> update. |
| 20-0007 | SJC DCD | UGA Map Corrections | Incorporate these corrections into the <i>Plan</i> update. |

Public Comments: The official comment period is Wednesday, July 1, 2020, through Friday, July 17, 2020, unless the Planning Commission extends the comment period. Written comments about particular changes should refer to the page and line numbers on the amendments proposed in the staff report. Written comments submitted prior to 12:00 p.m. on July 16 will be copied for the Planning Commission members unless they wish to review comments online. You may comment:

- **Via Mail:** Prior to the hearing date, mail written comments to Sophia Cassam, Department of Community Development PO Box 947 Friday Harbor, WA 98250.
- **Via Email:** Email comments to sophiac@sanjuanco.com. Please title the Email subject line: 2020 Docket from (your last name or agency name). For the record, include your full address in all correspondence.
- **Via Oral Testimony:** To join by phone, please **call 1 (360) 370-780 and use the meeting ID 865694#**. Comments during the hearing may be submitted by email at councilpc@sanjuanco.com.

If you submit comments to DCD after 12:00 p.m. on July 16, 2020, or if you distribute written comments at the hearing, please provide twelve (12) copies of written comments.

Summary of 2020 Annual Docket Requests and Staff Recommendations

| Request # and Category* | Keyword | Proponent | Summary of Request | Type of Amendment | SJCC/Comp Plan Sections | Scanned Request Documents | Staff Recommendation |
|-------------------------|---------------------------------------|--|--|--------------------------|---|---|---|
| 20-0001 C | Deer Harbor Hamlet | Deer Harbor Planning and Review Committee – Sheila Gaquin, Anne Marie Shanks and Mike Douglas | 1) Remove Community Center Overlay District from Deer Harbor Plan to eliminate existing roadblocks to the development of small business activities. 2) Amend various parts of the Deer Harbor UDC land use tables to encourage development of small businesses and affordable housing, and to preserve sense of community and conserve natural resources. 3) Add “and its Environs” to DHPRC’s area of oversight because, due to Deer Harbor’s geography, activities occurring in the “environs” inherently affect the hamlet. | Comp Plan Text, Map, UDC | Deer Harbor Hamlet Plan: 18.30.250(C) – Deer Harbor plan review committee 18.30.260(A)&(B) – Commercial Zoning Requirements 18.30.270(A), (B) & (C) – Deer Harbor community center overlay district 18.30.310 – Permitted land uses | https://www.sanjuanco.com/DocumentCenter/View/20025/ | Consider this request during the Comprehensive Plan update. 1) Staff met with DHPRC and gave an overview of the issues of commercial uses in the Deer Harbor Subarea Plan to Council in the March 17, 2020, Land Use Rural Issues staff report. Staff will incorporate these proposals in the <i>Plan</i> update 2) Staff will incorporate these proposals in the Plan update. 3) Staff does not recommend adding “and its Environs” to DHPRC’s defined area of oversight. Staff has showed DHPRC how to look up permit information in the proposed “environs” so that they can comment if they choose. No code change is needed. |
| 20-0002 C | Rural Residential Cluster Development | Homes for Islanders – Justin Roche, San Juan Island | Expand and increase the utilization of rural residential cluster development for affordable housing. There are four changes requested: 1) Delete SJCC 18.60.230(C)(3)(b) limiting cluster developments to only one of the four methods of assuring affordability listed in SJCC 18.60.260(D). 2) Implement the 2009 Housing Element policy allowing 12 dwelling units in rural residential cluster developments, rather than the 8 currently allowed in SJCC 18.60.230(C)5b. 3) Increase the floor area limitation for dwelling units to 1,750 sq. ft. to allow for more bedrooms to accommodate larger families. 4) Allow more middle income affordable units by deleting SJCC 18.60.260(G) | UDC Text | Rural residential cluster development: 18.60.230(C)(3)(b) – Affordable housing 18.60.230(C)(5)(b) – Max. allowable residential density and number of dwelling units 18.60.230(C)(6)(e) – Allowed and Accessory Uses, and Accessory Structures 18.60.260(G) – Affordable housing | https://www.sanjuanco.com/DocumentCenter/View/20026/ | Consider the following four requests regarding housing affordability and rural residential clusters during the Plan update. Staff will bring these requests and their corresponding policy and code changes forward at a future briefing and discussion with Planning Commission and with County Council. Rural residential clusters were presented as a topic for public feedback during 2018 Comprehensive Plan community workshops. That feedback and this request are recommended to proceed with the Comprehensive Plan update. |
| 20-0003 C | Port of Entry | Janet Alderton, Deer Harbor | Remove specified text in Draft Element 6, Transportation about exploring Lopez and Orcas as International Ports of Entry. The applicant states that striking out the stated policies will eliminate unnecessary spending and prevent over tourism. The existing international ports of entry on San Juan Island are sufficient for San Juan County. | Draft Comp Plan Text | Draft Transp. Element 6.2.B, 6.3.A | https://www.sanjuanco.com/DocumentCenter/View/20027/ | Consider this request as a public comment on the draft Transportation Element. This docket request pertains to a Comprehensive Plan element that is currently in draft form. The request was forwarded to Public Works and is being considered during the update of the Transportation Element. |
| 20-0004 D | Affordable Housing Definition | John Campbell, Orcas Island | Amend definition of affordable housing in SJCC 18.60.260(B) to read: “Affordable housing is housing where the occupants pay no more than 30 percent of gross monthly income for <u>rent or mortgage, total housing costs, including the cost of property taxes and insurance for homeowners and monthly utilities, excluding telephone, for owners and renters.</u> ” The applicant’s stated intent is to simplify the affordable housing application process, and to rectify apparent discrepancies between the SJCC 18.60.260 definition of affordable housing and WAC 365-196-140(2)(e)(A). | UDC Text | 18.60.260 – Affordable housing | https://www.sanjuanco.com/DocumentCenter/View/20028/ | Make the affordable housing definition throughout the Plan consistent with the definition in the Affordable Housing Program code in SJCC 2.27.030 as part of the Plan update. Analyze amendment of SJCC 18.60.260(B). The definition in SJCC 2.27.030 includes in the 30 percent quota: mortgage, property taxes, and insurance for owners; and rent and utilities for renters. |
| 20-0005 C | Port of Entry | Alderton, Shanks, Cooper, Hoague, Ehrlichman, Johnson, Oaksen, Mayer, Scott, Kass – Orcas Island | Remove specified text in Draft Element 6, Transportation, about exploring Lopez and Orcas as Ports of Entry. Strike out: 6 “Encourage the development of privately owned and operated passenger-only <i>electric</i> ferries that would provide transportation between the County islands and mainland and Canadian destinations. <u>International travel will only be through the ports of entry on San Juan Island.</u> ” The requestors state that additional ports of entry are unnecessary with the existing locations on San Juan Island, and that new ports will increase noise, pollution and congestion. | Draft Comp Plan Text | Draft Transportation Element 6.2.B, 6.3.A | https://www.sanjuanco.com/DocumentCenter/View/20029/ | Consider this request as a public comment on the draft Transportation Element. This docket request pertains to a Comprehensive Plan element that is currently in draft form. The request was forwarded to Public Works and is being considered during the update of the Transportation Element. |
| 20-0006 E | Coastal Cutthroat Trout | Jennifer De Groot | Coastal Cutthroat Trout (CCT) should be listed as a species of local importance in the County under SJCC 18.35.115. CCT in SJC are a native and hybridized stock. Populations are small and vulnerable to extirpation due to habitat loss, habitat fragmentation, overharvest, competition with introduced species, and anthropogenic climate change. Formally recognizing Coastal Cutthroat Trout as a species of local importance is an attempt to better protect the remaining populations of CCT in SJC. | UDC Text | 18.35.115 – FWHCA Types of conservation areas 18.35.140 – FWHCA nomination of species or habitat of local importance | https://www.sanjuanco.com/DocumentCenter/View/20030/ | Consider this request during the critical areas update after the Comprehensive Plan update is complete. This docket request was submitted previously in 2018. Council decided that the request will be added to the DCD work plan following the Comprehensive Plan update, and that it will be addressed using the process in 18.30.140 18.35.140 Fish and wildlife habitat conservation areas, Nomination of species or habitats of local importance. |

| | | | | | | | |
|--------------|---------------------|---------|--|-------------------------|-------------------------|---|--|
| 20-0007 D | UGA Map Corrections | SJC DCD | <p>Correct two scrivener's errors in the Friday Harbor Urban Growth Area (FHUGA) on the Comprehensive Plan Official Maps for consistency with Ordinance 47-2007. That ordinance set the current FHUGA boundary.</p> <p>Correction area 1: Change TPNs 3513925100 and 35139251000 from Rural Residential to Friday Harbor Incorporated UGA. Area 1 is two adjacent parcels on Pear Point at the confluence of Warbass Way, Harrison Street and Turn Point Road.</p> <p>Correction area 2: Change triangle area on TPNs 35149902000 and 35149617000. Area 2 is on two Port of Friday Harbor parcels straddling the start of Franklin Drive off of Spring Street.</p> | Comp Plan Official Maps | Comp Plan Official Maps | https://www.sanjuanco.com/DocumentCenter/View/20077/ | <p>Incorporate two Plan Official Map corrections into the Plan update.</p> <p>Both proposed map corrections provide consistency with Ordinance 47-2007, which designated phase one of the FHUGA. While the FHUGA boundaries have been updated since 2007, correction areas 1 and 2 were never re-designated on the Official Maps. The application shows that the request complies with the policies for UGAs in Element B.2 Land Use Section 2.3.A in the Comprehensive Plan. Both areas would be corrected to the Friday Harbor Incorporated UGA designation during the Comprehensive Plan update.</p> |
|--------------|---------------------|---------|--|-------------------------|-------------------------|---|--|

| Categories |
|---|
| Category A – Required by law for GMA Compliance or otherwise |
| Category B – Items needed to achieve important public policy objectives of a countywide nature |
| Category C – Items that can be considered as part of a larger Comprehensive Plan Update or subarea planning process |
| Category D – Items needed to provide clarity and certainty to the Unified Development Code or Comprehensive Plan by removing inconsistencies and/or ambiguities |
| Category E – Lower priority items to be considered on a future year work program |
| Category F – Obsolete, previously resolved or not recommended for further consideration |