



EASTSOUND PLANNING REVIEW COMMITTEE MINUTES

JUNE 3, 2021

3:00 PM-5:00PM

Due to COVID-19, and restrictions on gatherings of more than 5 people, public access is limited to online only

Committee members present by Zoom were Leith Templin, Terry Gillespie, Charles Toxey, Brian Wiese, and Scott Lancaster. Also, present were Jesse Douglas-Sietz from Public Works and public members.

Meeting was called to order by Leith Templin, Chair at 3:02

Approval of Minutes

Scott moved to approve the May 6, 2021, meeting and Brian seconded. Motion passed

Chair Report

Leith met with Jeff Sharp ,Deputy County Engineer from San Juan County about the job awarded for the Children's House tree project. Apparently, the scope of work did get modified from what our understanding was. The county will take care of a couple of the dead branches that we thought needed to be cut and a few other things when the county comes in to deal with the big fir tree.

Prune Alley bid will go out around the 4th of July.

There is a question about the language in the Comprehensive Plan about buoys/marine facilities and will look into what the question is and if we can help to facilitate to clear up the language for a better understanding. Terry asked if there is a time limit for buoy usage

Leith never received an invitation for the CPI group that wanted to talk about planning for Eastsound. Charles tried a few times to get on and could not. He did get an email back saying the Hilary Canty and Lisa Byers were the only people that attended the meeting.

Leith still has not heard back from the artist for Fern Street to discuss their plan.

Parking Credits

Erika can not participate today so we need to refresh our memories and reread the document that Charles sent out about our proposal to address the Parking Credit Program. Charles will send out the report to all of us again before the meeting. Please send any thoughts to Leith before the July meeting.

Council Update

Cindy was unable to attend meeting

Public Comment

No public comments

Eastsound Streetscapes

Leith relayed a conversation that she had with SJC engineer Jeff _____ about the problems of the street scape mandates from the subarea plan on property owners on certain streets that doesn't allow for any flexibility for difficult sites. Colin was unable to attend today to express his concerns. We discussed us taking up a review of the streetscapes for all Eastsound. We decided that we do want to review these streetscapes with Colin and Erika. Hopefully we can start this conversation next month.

Permit Review

Brian would like to know from Adam if we are getting all land divisions including boundary line adjustments, short plat, and subdivision.

See attached report below

For next month

Erica parking credit program

Colin on streetscapes

Charles will send out parking credit program document

Does existing driveway at Victory Hill meet with fire dept requirements. Terry thinks it should be 12 feet for fire trucks
Scott said he would like to be the liaison with the Port, and we were all grateful for him taken this on
Meeting Adjourned at 4:30

Respectfully submitted

Leith Templin

Permit review sent to Adam 6.24.2021

- **BUILD-21-0188 Koko Road SFR TPN 271424013000**

The proposed building size is too large to be an ADU. If a smaller building were to be put in that location as an ADU, it might need to be closer to the primary residence to be within regs. See code below.

18.40.240 Accessory dwelling units (ADUs).

The following standards apply to all accessory dwelling units:

A. Accessory Dwelling Unit. Where not otherwise prohibited by this code, only one attached or detached accessory dwelling unit is permitted on any lot for which this code allows a principal residence as the principal use of the lot; provided, that all of the requirements of this section are met, except where the applicable density for that lot allows for additional residences. Each detached accessory dwelling unit shall be counted as a separate dwelling unit for density calculations, except when allowed pursuant to an ADU permit.

B. A detached ADU is permitted in the Eastsound urban growth area, the Lopez Village urban growth area and in all activity center land use districts, except island center district, on any lot that allows a principal residence as the principal use of the lot. Each ADU in these areas shall not be counted in density calculations.

C. Subject to the provisions of this section, a detached ADU is permitted in the following land use districts: RFF, RR, RGU, AG, and FOR.

D. An accessory dwelling unit is prohibited in the rural industrial, rural commercial, natural, and conservancy land use districts.

E. An accessory dwelling unit is prohibited on parcels in the island center district per Table 18.30.030, footnote 13.

F. The following standards apply to all accessory dwelling units:

1. Size. An accessory dwelling unit permitted subsequent to the adoption of this section shall not exceed 1,000 square feet in living area as defined in SJCC [18.20.120](#).

2. Parking. At least one additional off-street parking space shall be provided for the accessory dwelling unit in addition to the parking required for the principal residence.

3. Driveway and Utilities. An accessory dwelling unit shall use the same driveway, septage/sewer system, and water system as the principal residence.

4. Ownership. An accessory dwelling unit must be owned by the owner of the principal residence.

5. Permits. Every new accessory dwelling unit will require a building permit. Every conversion of an existing structure to an accessory dwelling unit must meet all the requirements of this section and will require a building permit. Any additions to an existing building shall not exceed the allowable lot coverage or encroach onto setbacks. The size and design of the ADU shall conform to applicable standards in the building, plumbing, electrical, mechanical, fire, health and any other applicable codes.

G. The following standards apply to all detached accessory dwelling units:

1. ADU Permit. Every new detached accessory dwelling unit and every conversion of an existing structure to a detached accessory dwelling unit that does not meet the density requirement of the parcel on which it will be located shall require an "ADU permit." No more than one ADU permit shall be issued to a property owner in any calendar year. The fee for an ADU permit shall be the same as that for stormwater review. Prior to issuing any ADU permit, the applicant must submit for approval a site plan showing that the accessory dwelling unit and principal residence will meet the requirements of this section.

a. Within land use districts located inside of the boundaries of activity centers and urban growth areas, there is no restriction on the number of permits for detached accessory dwelling units.

b. Outside of the boundaries of activity centers and urban growth areas, the number of detached ADU permits in any calendar year shall not exceed 12 percent of the total number of building permits for new principal residences issued for the previous calendar year outside the boundaries of activity centers and urban growth areas. Two of that 12 percent (10 percent new, two percent conversions) of the permits released in any one year shall be restricted for the conversion of existing accessory structures that have legally existed for no less than five years. ADU permits shall be issued by lottery procedures established by the administrator and approved by the County council. No unassigned ADU permits shall carry forward to the next year.

2. Distance. The maximum distance between the closest vertical walls of the main house and any detached accessory dwelling unit shall be no more than 100 feet. If the 100 feet dimension would result in a greater impact, the administrator may allow up to 150 feet separation.

3. Location. Locate every new detached ADU and its utilities and driveway to avoid or minimize intrusion on the most sensitive open-space features of the site, including but not limited to:

- a. Existing orchards, meadows and pasture areas;
- b. Ridgelines and contrasting edges between landscape types unbroken by structures;
- c. Rolling, open or steep open slopes; and
- d. Critical areas.

4. Parcel Size.

- a. There is no minimum parcel size for a detached ADU in urban growth areas and activity centers.
- b. A detached ADU is not permitted on parcels less than: (i) five acres in size in any rural district, (ii) 10 acres in size in the agricultural district, and (iii) 20 acres in size in the forest district.

5. Sequence of Construction. Either the accessory dwelling unit or the principal residence may be built first. Regardless of the sequence of construction, every detached accessory dwelling unit must comply with the requirements of this section. When the principal residence is constructed after the ADU, the applicant must show that the structure indicated as the accessory dwelling unit was constructed according to all applicable requirements in effect at the time the building permit was issued for the accessory dwelling and the accessory dwelling unit does not exceed 1,000 square feet of living area. (Ord. 51-2008 § 1; Ord. 12-2007 § 1; Ord. 7-2006 § 6; Ord. 21-2002 § 5; Ord. 2-1998 Exh. B § 4.18)

We had no other comments or suggestions on the remaining permit applications

- **BUILD-21-0161 141 Prune Alley Interior Commercial Remodel TPN 271455207000**
- **BUILD-21-0169 Parkwood Drive SFR TPN 271231003000**
- **BUILD-21-0186 Greer Remodel TPN 271150225000**
- **BUILD-21-0187 A Street SFR TPN 271413015000**
- **BUILD-21-0188 Koko Road SFR TPN 271424013000**
- **BUILD-21-0189 65 N Beach Road Commercial Remodel TPN 271442016000**
- **BUILD-21-0190 310 Main Street Commercial Remodel TPN 271460050000**
- **BUILD-21-0191 296 Main Street Commercial Remodel TPN 271442010000**
- **BUILD-21-0192 N Beach Road Commercial Remodel TPN 271442002000**
- **BUILD-21-0195 29 N Beach Road Commercial Remodel TPN 271442015000**
- **LANDUSE-21-0100 Vacation Rental Permit TPN 271253001000**