



Approved as submitted at the October 20, 2023 Planning Commission Meeting.

SAN JUAN COUNTY PLANNING COMMISSION MEETING

MINUTES OF THE SEPTEMBER 15, 2023 MEETING

The meeting of the San Juan County Planning Commission was called to order by Chair, Nick Knoellinger, at 8:41 a.m. in the County Council hearing room, Legislative Building, 55 Second Street, Friday Harbor, and San Juan Island.

Planning Commission

Members Present: By Microsoft Teams: Nick Knoellinger, Steve Smith, Rick Hoffman, Sheila Gaquin, Peter Kilpatrick, Serina Adams, and Gary Franklin.

Planning Commission

Member Excused: Matt Ellingson

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

Present: Present in person: Sally Roger, County Council Clerk.
By Microsoft Teams: Norman Gollub, Interim Director; and Sophia Cassam, Planner III.

Assessor Staff Present: John Kulseth, Director

Health and Environmental

Services Staff Present: Ryan Page, Housing Program Coordinator

Administrative Items

Confirm Agenda

By Consensus, the Planning Commission confirmed the agenda.

Minutes of August 18, 2023

Moved by Sheila Gaquin, seconded by Nick Knoellinger, to approve the minutes as submitted.
Steve Smith-yes, Rick Hoffman-yes, Nick Knoellinger-yes, Sheila Gaquin-yes, Serina Adams-yes, and Peter Kilpatrick-yes. Motion passed unanimously.

Public Access Time

There were no speakers for public access time.

Briefing

John Kulseth, Assessor, gave a briefing to the Planning Commission on property taxation, how it applies to open space properties, and responded to questions and comments from the Planning Commission.

Planning Commission Discussion

Planning Commission held a discussion on planning for the future of housing in San Juan County with Norman Gollub, Interim Director, Sophia Cassam, Planner III, and Ryan Page, Housing Program Coordinator. They all responded to questions and comments from the Planning Commission.

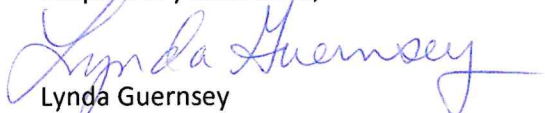
Planning Commission results of brainstorming session on housing:

- **Identify key housing concerns/priorities**
 - RP idea: Point person on DCD staff for affordable housing
 - Permit processing time
 - Increasing density in UGAs vs rural areas. How do ADUs and tiny homes factor into this?
 - Underutilized large parcels in UGAs (esp. in FH).
 - Preserving the County's character
 - Balancing preservation of open space with increased density in specific areas
 - Availability of services (i.e., water)
 - Housing for seniors, assisted living.
 - Housing for people who are employed in the County.
- **Identify top strategies for addressing housing concerns**
 - Incentives for developing and providing housing to people who are employed in the County.
 - Incentives for developing and providing housing for aging in place, including assisted living facilities (example: The Hamlet on Lopez)
 - New activity center or limited denser area with housing not built under the cluster development code.
 - ADUs in the rural lands (w/ restrictions such as prohibiting use as VRs)
- **Discuss how the strategies could be accomplished through the Unified Development Code (UDC) and Comprehensive Plan**
 - Density and dimensional standards in UGAs
 - UGA expansion (official map amendment)
 - Research what other jurisdictions are doing to address the issue of housing.
 - County assistance for establishing a prefab housing factory.
 - Increase efficiency and decrease costs of creating units.
 - Economic development by way of job/skills training
- **Discuss actions/next steps**
 - Add "making a decision on whether to write a letter to Council about the HAC Tiny Home recommendations" to a future agenda.
 - Focus on the issue of employee/workforce housing.
 - Identify need based on income group and island.
 - Brainstorm ways to incentivize and/or increase allowances for the development of this housing type.
 - Consider surveying employers regarding housing needs for workforce.
 - Discussion to continue at a future Planning Commission meeting.

Adjournment

It was moved by Rick Hoffman, seconded by Nick Knoellinger, and unanimously agreed upon by the Planning Commission to adjourn the meeting at 11:30 a.m. The next meeting of the Planning Commission will be Friday, October 20, 2023 at 8:30 a.m. in the County Council hearing room, Legislative Building, 55 Second Street, Friday Harbor, San Juan Island.

Respectfully submitted,


Lynda Guernsey