



“The purpose of the Eastsound Planning Review Committee is to advise the planning department, the planning commission and the County Council on land use and development matters affecting Eastsound”

EASTSOUND PLANNING AND REVIEW COMMITTEE MINUTES

Orcas Island Senior Center Lundeen Room

August 3, 2023

4:00 pm

The meeting was held in person at the Orcas Island Senior Center Lundeen Room

Committee Members present at the Senior Center were Charles Toxey, Leith Templin, Brian Weise, and Jason Bradshaw. Scott Lancaster was prepared to join via Teams, but Teams is not available in the Lundeen Room. So, he was not able to join.

Cindy Wolf, SJCC liaison to EPRC was present.

The meeting was called to order by Charles Toxey, Chair at 4:00pm.

The agenda was approved with no amendments.

There was no public comment.

Council Update with Cindy Wolf - Cindy shared County Council news. The County will be doing a sweep of signs in the public right of way in the next few days. She discussed the potential give to County Parks of a granite bench. However, at this time, the offer of the bench may not come to fruition.

Permits

BUILD-23-0287

EPRC notes there is a typo on the application stating the building will be 1,500 sq ft, when it will be 15,000 sq ft.

Exterior Lighting

- 1) As with all commercial building permits in Eastsound please require a lighting plan adhering to the Eastsound Sub Area Plan's Exterior Lighting regulations which require all exterior lighting to

be shielded, to point downward such that no light goes beyond the boundaries of the parcel. This project may already have a lighting plan, but it was not presented in the materials reviewed. See 18.30.690. Note: Recent commercial projects have somehow slipped through which allowed or otherwise actively did not prohibit lights that illuminated upward above the horizon line (never allowed) and downward but into the street and across the boundary line of the parcel. Basically, a person should not see any lighting illuminate anything in the public right-of-way or across the boundary of the parcel to a neighboring parcel including landscaping. Please make sure the applicant is aware of this.

Landscaping - Service and Light Industrial has increased screening and buffer requirements above and beyond the standard requirements of 18.30.670

- 2) In addition to requiring a landscape plant screening of 80% opacity 5 feet tall and 5 feet wide, a 20' buffer including evergreen trees is required to the south between the building and Mount Baker Road as the frontage road and to the west where Service and Light Industrial abuts Eastsound Residential land use designation. The site design appears to have taken this into account, but no landscape plan was submitted in the permit materials we received. See 18.30.500 Table 12 below.
- 3) Natural site features in SLI must be preserved whenever possible. This is a heavily treed parcel. So, a 20' swath of trees and shrubs currently along the western border of the site between the new building and the roads, excluding the driveways, should be preserved throughout construction. There may be trees to on the north side that could be saved as well, but as there will be excavation and a retaining wall, that may not be feasible. See 18.30.500 Table 12 below.
- 4) A landscape study/plan should be provided showing conservation of these trees and shrubs and additional evergreen trees planted to fill in any spots in the buffer and including the 5' deep/5'high screening of 80% opacity with irrigation as part of maintenance. See 18.30.500 Table 12 and below.
- 5) Since there is no outdoor storage planned, and because no existing walls or fences exist in the screening and buffer areas, fencing should not be part of the vegetative screening requirement.
- 6) Since the property to the north is also in SLI, the 20' buffer is not required there, but because this is a "new non-residential development" and especially because there is a residence on that adjoining parcel, the screening requirement applies to the north of the building as well.

18.30.690 Exterior lighting.

Exterior lighting shall be energy-efficient and shielded or recessed so that direct glare and reflections are contained within the boundaries of the lot. Exterior lighting shall be directed downward and away from adjoining properties and public rights-of-way. No lighting shall blink, flash, or be of unusually high intensity or brightness. All lighting fixtures shall be appropriate in scale, intensity, and height to the use

they are serving. Any lighting installed in parking areas shall be of direct cutoff design so that the source is not visible from adjacent property. Decorative lighting shall be limited to incandescent lamps with a maximum of 25 watts per bulb and 500 watts overall. An exception to the exterior lighting standards applies to holiday lighting between October 15th and February 15th. (Ord. 21-2015 § 25)

18.30.500 Service and light industrial district.

Table 12 – Service and Light Industrial District†

Development Standards	Dimensions/Placement	Permits, Conditions and Limits
Residential Density		New residential development is prohibited except as an accessory to a commercial or industrial use and located entirely within a commercial or industrial building.
Minimum Lot Size	20,000 square feet.	
Building Height	Maximum 35 feet.	See SJCC 18.30.600 for the method of measuring height.
Building Front Setback	No structure shall be built within 40 feet of the centerline of public ROW.	
Side and Rear Setback	Side yards = 10 feet from property line. Rear yards = 10 feet from property line.	Architectural appendages (i.e., roof overhangs, chimneys, bay windows, and decks not over 30 inches above grade) may extend 2 feet into required setbacks.
Utilities	Underground.	Except when enhancing, repairing, replacing, or relocating existing facilities.
Outdoor Storage (including recreational vehicles associated with residential uses)	Storage area must be screened from view from adjoining properties, roads and shoreline.	Screening must be no less than 5 feet high consisting of fencing, evergreen vegetation or other similar materials. Outdoor storage related to allowed nonresidential use must be screened before occupancy permit is issued.
Open Space (area not occupied by buildings, parking and driveways)	5 percent of lot.	Maintained in natural condition or landscaped. Applications to specify open space and identify landscape features.
Lot Coverage (area covered by buildings, parking and driveways)	60 percent of lot.	
Landscaping	New development must be designed to conserve natural site features to the extent possible. Landscaped buffers are required along public street frontage in all new development, and screening is required between existing residential uses and new nonresidential developments. In addition to the landscaping requirements	

Table 12 – Service and Light Industrial District†

Development Standards	Dimensions/Placement	Permits, Conditions and Limits
	listed in SJCC 18.30.670(D), a landscaping strip with a minimum width of 20 feet must be provided along the entire primary road frontage of the site and along any property line abutting any residential district. The landscaping strip must include evergreen trees.	

18.30.670 D. Landscaping. Landscaping required by the Eastsound subarea plan shall be designed, installed and maintained in conformance with the following provisions:

1. Types. Landscaping required by this plan is one of the following three types.

a. Screening. Screening is to provide a visual barrier at least five feet high. When screening is specified, landscaping shall generally consist of a mix of evergreen groundcovers, trees and shrubs. Shrubs shall be at least two feet tall at the time of planting and, if shrubs (or hedges) are to provide the majority of the screen, shall have a minimum height of five feet at maturity. Trees shall be at least four feet tall at the time of planting and all plants shall be spaced so as to grow together within three years of planting to achieve a sight-obscuring screen of at least 80 percent opacity. Required screening shall be at least five feet deep. Existing vegetation, walls, fences or grading (maximum slope three to one) may be incorporated into the design of the screen if they contribute to the intent of this requirement.

b. Landscaped Buffers. A buffer is a separation, but not necessarily a visual barrier. When landscaped buffers are specified, landscaping shall generally consist of a mix of evergreen and deciduous groundcovers, trees and shrubs, chosen and spaced to cover the buffer area within three years of planting. However, buffers required along public streets shall consist of walkways, groundcovers, shrubs and deciduous trees only. Buffers shall be at least eight feet wide for the length required unless specified otherwise in the Eastsound subarea plan. Deciduous trees shall have a minimum trunk diameter of one and one-half inches at planting and be spaced so that branches will touch after 10 years of normal growth. Along public streets such buffers shall include at least one tree for every 30 feet of lineal street frontage. Existing vegetation, walls, fences or grading (maximum slope three to one) may be incorporated into the design of the buffer if they contribute to the intent of this requirement.

2. Maintenance. The property owner and any tenant is responsible for maintenance of all landscaping required by the Eastsound subarea plan, which shall be maintained in good condition so as to present a healthy appearance. All landscaped areas required by the Eastsound subarea plan shall be provided with a readily available water supply. Tree limbs are not allowed to extend over walkways or driveways below a height of eight feet above grade.

3. Plant Selection. Plant varieties selected to fulfill requirements of the Eastsound subarea plan shall be of a type suitable to the climate and site conditions.

Where the director determines a proposed landscaping plan will not meet screening and buffer development standards in subsection (D)(1) of this section, the director may require that plant lists and design for required landscaping be reviewed or prepared by a landscape architect. (Ord. 21-2015 § 23)

End of permit comments.

5:00pm We engaged the public in a discussion of parking problems in Eastsound and potential solutions. The summary of these is below.

“For San Juan County Council and Department of Community Development

Eastsound Parking Problems, History and Solutions

Lack of available parking daily in summer, increased demand for parking, lack of required private parking for new uses, and abuses of public parking spaces use prompted the Orcas Island community to address parking issues once again in Eastsound. The County was able to get a Lodging Tax (LTAC) grant for a consultant to study how to address and fund parking solutions. The Eastsound Planning Review Committee had a portion of its August 3, 2023 meeting devoted to community engagement to get input on problems and potential solutions. Below are the findings from this meeting. The County plans to use this to develop a scope of work for the consultant, but there are several items that can and should be addressed by the County itself and with local business participation. San Juan County Councilmember Cindy Wolf stated that the consultant the County will hire will focus on how to fund new parking and said the scope of work would be made public prior to being sent out for bid/contract.

For the County:

1. Many Eastsound businesses and community members have witnessed inadequate use permit review by DCD for parking requirements. What they see is when a change of use occurs on a Village Commercial parcel or an additional use is added to a property the corresponding parking required by code is not produced by the applicant before the permit is approved. Recent examples are the complete lack of parking provided for Olga Rising, Orcas Bikes, the now two restaurants in one building, Matia and Monti which appear to have tables in excess of the parking supplied. The parking provided for The Kitchen, The Barnacle and Turtleback Kids all in one building with only shared street parking spaces appears to be less than required. EPRC in the last year received a comment from a planner that parking requirements in Eastsound were being waived. This is not the case and must be addressed. Please make required parking a priority for land use change permitting.

2. Our parking requirements in the Eastsound Subarea Plan have a huge loophole which does not require parking spaces for seasonal outdoor seating. Extra parking is needed during the summer. However, seasonal outdoor seating is exempted from parking requirements. Permanent outdoor seating is often counted as seasonal seating which it isn't. So, if a restaurant for example has seating for 10, 20 or 50 diners outside, no commensurate parking is ever required. All restaurant seating produces a need for parking regardless of its location. Therefore, while EPRC supports opportunities for outdoor seating, we ask the Department of Community Development to work with EPRC to change the code to identify a corresponding parking space requirement based on all seating. After this change is made, require a sunset of some period of time for those who were issued permits under the old regulations to give them time to buy or build more parking. (This would not apply to the Waterfront properties which had parking absolved and written into their deeds.) Also, even if no seating is added to a property, every new business use which is added to existing building uses should be required to provide the additional parking of that additional use.
3. The County has waived parking requirements in return for several public goods including view easements and parks on the waterfront and a public space on the Village Green. These numerous uses which draw customers and crowds created a huge parking deficit. It is time for the County to build the parking that such facilities require. A Saturday Market or concert on the Green attracts hundreds of visitors. The County needs to find a mechanism to buy new properties or convert properties it currently owns to build at least 100 spaces within walking distance of these facilities. The County should start with the parcel they own at the end of Haven Street. Also, businesses should not have to supply private parking spaces for public events on County-owned land. Outside the responsibilities business owners do and should have to create onsite or offsite parking for their patrons going forward, the 100 spaces we are talking about here are the County's responsibility.
4. Bob Eagan also stated that ADA Parking is required for the various traditional and new uses on the waterfront and other uses in town where parking was waived and that even if additional parking for the new uses is "grandfathered in", ADA spaces for all those uses must be added.
5. Former councilmember Rick Hughes outlined how in the past a plan in conjunction with the Eastsound Community Church was being considered by the County to complete a streetscape including angled parking on the east side of Madrona Street and additional parking on their lot that could be used by the public and the church members year round. This would be ideal as it helps the church, is in an excellent location for a short walk to the Village Commercial district, would require no new purchase of land, and completes curb gutter and sidewalk in a high traffic area – a win, win, win, win.
6. Eastsound needs a parking ordinance. None currently exists. The ordinance needs to specify parking time limits from May 15 – Oct 1, and year-round prohibitions of car camping (no overnight street parking), no advertising on parked vehicles and trailers, and a mechanism for ticketing, towing and penalties for repeated abuses.

7. May 15 to October 1st, 4-hour parking limits (to start) should be set from 8am to 8pm on Main Street from Lovers Lane to Madrona Street, all of Prune Alley and North Beach Road from Main up to School Road. To cut down on unnecessary signage, one sign at the beginning of this zone letting people know that 4-hour parking is in effect in town and directing them to long term free parking at the school. Please approach the County Sheriff's Office to determine what it would cost them to staff for enforcement. Note: This 4-hour limit could be at odds with tenants or residents of properties which were granted street parking to count toward their total onsite parking requirements - another reason for that practice to be curtailed.
8. The Orcas Island Historic Museum struck a deal with the County whereby the museum ceded land for the Village Green in return for parking on the Fern Street Parcel which had been purchased with Transportation funds for a street and parking. Now that the community has convinced the County to use that land in a different way, the museum has no parking, nor legal access. The museum wants the County to honor their agreement and build them parking they are owed somewhere close to the museum. The County still has the option of building this on the Fern Street Parcel. If the County does not elect to put the museum's parking on Fern Street, it should provide it nearby.
9. The construction of some buildings in Eastsound required signage to accompany a specified on and off site parking arrangement. Some of that signage has not been completed. The County needs to inspect and ask for the required signage which directs tenants to use their designated parking spots and not street parking on properties like the Windermere Building at Main and Haven Streets. The location of these respective parking spots should be communicated to business owners and employees.
10. Patty Miller stated that 2 other parking studies were done in recent years, and she will see if she can find those studies to provide to the County for evaluation. We hope the County can locate these and give them to the consultant. To paraphrase Patty 'we don't need another parking study, we need the County to act on the ones we've already done.'
11. Business owners and property owners want the County to bring back the Payment in Lieu of Parking program at a price point that is commensurate with the cost to build and maintain public parking spaces. Please assess the cost of buying a lot on the periphery of Village Residential and Institutional land use designation just beyond Village Commercial, buy it, build parking and mete the costs out to businesses via a new Payment-in-lieu-of-parking program.

For Eastsound Businesses:

1. Eastsound property owners and businesses need to have frank conversations with their tenants and employees explaining the need to have business owners and employees use remote lots and not take up prime street parking from 10 to 6pm in summer hours.
2. "Eastsound is a Walkable Village" campaign could encourage visitors to park in off-site public parking spaces and walk in to the Village Commercial district.
3. Use positive peer pressure to encourage local business vehicle drivers who are not actively delivering goods and business employees in general to save street parking for patrons from 8am to 8pm May 15th through Oct 1st.
4. Ask businesses to give their employees maps of where to park. "The busy season is coming, here's where to park!" We hope the County will have made arrangements with the school by next spring.
5. The Orcas Island Chamber of Commerce has agreed to convene a member meeting where businesses will be shown the lots that workers need to use, including the newly paved lot south of the athletic center.
6. After the Chamber member meeting, the Chamber will reinforce the employee parking policy in the email blast and in other communications."

Announcements and Suggestions for next meeting

EPRC will email the summary of parking issues we gathered to those who participated in the parking discussion who left their email contact information.

Leith would like to discuss signage at some point maybe after the summer.

Meeting adjourned at 6:55pm

Respectfully submitted,

Charles Toxey, Chair

NEXT REGULAR MEETING September 7, 2023, at the Orcas Senior Center Multipurpose Room