



Approved as submitted at the August 16, 2024 Planning Commission Meeting.

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**SAN JUAN COUNTY PLANNING COMMISSION MEETING
MINUTES OF THE JULY 19, 2024 MEETING**

The meeting of the San Juan County Planning Commission was called to order by Chair, Rick Hoffman, at 8:30 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: Rick Hoffman, Sheila Gaquin, Peter Kilpatrick, Serina Adams, Gary Franklin and Nick Knoellinger.

Planning Commission

Member Absent: Steve Smith.

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

Present: Present in person: Lynda Guernsey, AS II.
By Microsoft Teams: Sophia Cassam, Planner III, Colin Maycock, Planner IV, and Kyle Dodd, DCD Interim Deputy Director.

Otak Inc. Comp Plan Update

Representatives: By Microsoft Teams: Mandi Roberts, Director of Planning

Leland Consulting

Representatives: By Microsoft Teams: Andrew Oliver, Senior Analyst and David Fiske, Associate

EPRC Representatives:

By Microsoft Teams: Charles Toxey, Representative and Jason Bradshaw, Chair

Administrative Items

Confirm Agenda

There were no changes to the agenda.

Minutes of June 21, 2024

Moved by Gary Franklin, seconded by Peter Kilpatrick, to approve the minutes as submitted.
Serina Adams-yes, Gary Franklin-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, Nick Knoellinger-abstain, and Rick Hoffman-yes. Motion passed with five yes votes and one abstention (Knoellinger).

Public Access Time

Joe Symons, Orcas Island

Bill Bangs, Orcas Island

Public access time was closed.

2025 Comprehensive Plan Update Housing Needs Assessment and Land Capacity Analysis Methods – Sophia Cassam, Planner III & Mandi Roberts, Director of Planning, Otak, Inc.

Sophia Cassam introduced Andrew Oliver, Senior Analyst from Leland Consulting, the firm working with Otak, Inc. on the Comprehensive Plan Update. Andrew Oliver then gave a presentation on the process and progress of the work done on the Land Capacity Analysis and responded to comments and questions from the Planning Commission.

Continued public hearing for deliberations only on the Draft Amendments to SJCC 18.30.690 Exterior Lighting Standards in Eastsound – Sophia Cassam, Planner II

Deliberations

Sophia Cassam went through the process to date and reviewed the items that the Planning Commission had requested clarification from the EPRC about. Charles Toxey, Chair of the EPRC and Jason Bradshaw, Member of EPRC clarified the reasoning behind those items.

Moved by Sheila Gaquin, seconded by Gary Franklin to accept the following changes to the Draft Ordinance:
Section 1. D. to add the words “except by permission of the director for community events” to the end of the sentence.

D. 1. To add between the words “fixtures” and exceeds” to add the words “per parcel one acre or less, or per acre for parcels over one acre”.

Serina Adams-yes, Gary Franklin-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, Nick Knoellinger-yes, and Rick Hoffman-yes. Motion passed unanimously.

Findings:

Moved by Gary Franklin, seconded by Peter Kilpatrick, to accept the Findings as presented by Sophia Cassam. They are:

1. Excessive and undirected lighting can cause light pollution, obtrusive glare and light to neighboring properties, and adverse impacts to wildlife. It also expends unnecessary energy;
2. San Juan County’s Unified Development Code contains unmeasurable and subjective standards regarding energy efficiency, shielding, and brightness for exterior lighting in the Eastsound Subarea; and
3. The proposed regulations are clear and measurable and will reduce adverse effects of exterior lighting while allowing lighting necessary to nighttime safety, utility, security, productivity, enjoyment and commerce in Eastsound.

Serina Adams-yes, Gary Franklin-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, Nick Knoellinger-yes, and Rick Hoffman-yes. Motion passed unanimously.

Continued public hearing on the 2024 Annual Docket – Colin Maycock, Planner IV

Colin Maycock explained that he is taking over the presentation of the 2024 Annual Docket and reviewed where the process is to date.

Return to Administrative Items

Kyle Dodd, DCD Interim Deputy Director, explained the latest developments occurring at DCD and responded to questions from the Planning Commission.

Return to the continued public hearing on the 2024 Annual Docket

Public comment was given per each request:

Request 24-0001 – Port of Friday Harbor Request

Nick Power, San Juan Island Francine Shaw, San Juan Island Todd Nicolson, Port of Friday Harbor

Request 24-0002 – Joe Symons Request

Joe Symons, Orcas Island – Gave his testimony during public access.

Request 24-0003 – Fred Klein Request

No public comment

Request 24-0004 – Lopez Village Plan Review Committee Request

No public comment

Request 24-0005 – Friends of the San Juans Request

Request 24-0006 – Friends of the San Juans Request

Request 24-0007 – Orcas Power and Light Cooperative (OPALCO)

Request 24-0008 - Orcas Power and Light Cooperative (OPALCO)

James McCubbin, Friend of the San Juans, commented on requests 5, 6 and 7.

Russell Guerry, OPALCO, commented on requests 6 and 7.

Krista Bouchey, OPALCO, commented on request 7.

Jay Kimball, OPALCO, commented on requests 5, 6, 7 and 8.

As there was no one else wishing to speak, public testimony was closed.

The Planning Commission returned to Colin Maycock to further information and discussion.

Deliberations

Moved by Sheila Gaquin, seconded by Gary Franklin, to continue the hearing for Request 24-0001 Port of Friday Harbor for public comment to the September 20, 2024 Planning Commission meeting. Serina Adams-yes, Gary Franklin-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, Nick Knoellinger-yes, and Rick Hoffman-yes. Motion passed unanimously.

Moved by Sheila Gaquin, seconded by Peter Kilpatrick, to recommend that the County Council add the requests number 4 through 8 to the Department of Community Development future work program. Serina Adams-yes, Gary Franklin-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, Nick Knoellinger-yes, and Rick Hoffman-yes. Motion passed unanimously.

Moved by Sheila Gaquin, seconded by Peter Kilpatrick, to accept staff's recommendations on requests 2 and 3 and not add them to the Department of Community Development future work program. Serina Adams-yes, Gary Franklin-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, Nick Knoellinger-yes, and Rick Hoffman-yes. Motion passed unanimously.

Adjournment

Moved by Peter Kilpatrick, seconded by Gary Franklin to adjourn the meeting at 11:07 a.m. it was unanimously agreed upon by the Planning Commission. The next meeting of the Planning Commission will be Friday, August 16, 2024 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