



Approved as submitted at the March 21, 2025, 2025 Planning Commission meeting.

**SAN JUAN COUNTY PLANNING COMMISSION MEETING
MINUTES OF THE JANUARY 17, 2025 MEETING**

The meeting of the San Juan County Planning Commission was called to order by Chair, Rick Hoffman, at 8:34 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, Serina Adams, Darcy Leach, Peter Kilpatrick, and Bill Bangs.

Planning Commission

Member Absent: Gary Franklin

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

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

**Otak Inc. Comp Plan Update
Representatives:**

By Microsoft Teams: Mandi Roberts, Director of Planning and Sarah Diekroeger,
Planner

Administrative Items

Confirm Agenda

There were no changes to the agenda.

Election of Officers

Moved by Darcy Leach, seconded by Serina Adams, to reinstate Rick Hoffman as Chair and Sheila Gaquin as Vice-Chair, they both consented to this. Peter Kilpatrick-yes, Darcy Leach-yes, Sheila Gaquin-yes, Serina Adams-yes, Bill Bangs-yes, and Rick Hoffman-yes. Motion passed unanimously.

Serina Adams agreed to serve as Secretary for 2025 and that was unanimously agreed upon by consensus.

Minutes of December 20, 2024

Moved by Sheila Gaquin, seconded by Serina Adams, to approve the minutes as corrected. The correction was to replace the name Nick with Steve on page 2 of the draft minutes. Peter Kilpatrick-abstain, Darcy Leach-yes, Sheila Gaquin-yes, Serina Adams-yes, Bill Bangs-abstain, and Rick Hoffman-yes. Motion passed with four yes votes and two abstentions (Kilpatrick and Bangs).

Public Access Time

The following spoke:

Faith Van De Putte, ARC Coordinator

Anna Nelson, Land Use Planning Consultant working with Roche Harbor

Kathy Morris, Orcas Island

Eva Schulte, Executive Director for Friends of the San Juans

Public access was closed as there was no one else who wished to speak.

Briefing

Overview of County Code Update Project – Amy Vira, San Juan County Prosecuting Attorney

Amy Vira gave a presentation on the County Code Update project that the Prosecuting Attorney's staff has been working on and responded to questions and comments from the Planning Commission.

Update on the 2025 Comprehensive Plan – Sophia Cassam, Planner III

Briefing on Draft Element 2, Land Use and Rural– Mandi Roberts and Sarah Diekroeger, Otak, Inc.

Sarah Diekroeger went through a presentation of their report on the Draft Land Use and Rural Element. Mandi Roberts, from Otak Inc., and Sarah Diekroeger then responded to questions and comments from the Planning Commission.

Sarah Diekroeger informed the Planning Commission that the Transportation Element would be moved to April from March.

Adjournment

Moved by Peter Kilpatrick, seconded by Sheila Gaquin, to adjourn the meeting at 9:42 a.m. and the Planning Commission was unanimous in agreement. The next meeting of the Planning Commission will be Friday, February 21, 2025 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