



Approved as submitted at the August 15, 2025 Planning Commission meeting.

**SAN JUAN COUNTY PLANNING COMMISSION MEETING
MINUTES OF THE JULY 18, 2025 MEETING**

The meeting of the San Juan County Planning Commission was called to order by Vice-Chair, Sheila Gaquin, at 8:36 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: Sheila Gaquin, Serina Adams, Bill Bangs and Peter Kilpatrick.

Planning Commission

Member Absent: Rick Hoffman and Gary Franklin.

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

Present: Present in person: Lynda Guernsey, AS II.
By Microsoft Teams: Sophia Cassam, Planner III and Colin Maycock, Planner IV AICP

Administrative Items

Confirm Agenda

There was not a quorum until just before the public hearing as Peter Kilpatrick was having issues trying to get into the meeting virtually.

Minutes of June 20, 2025

Moved by Serina Adams, seconded by Bill Bangs to approve the minutes as submitted. Adams-yes, Bangs-yes and Sheila Gaquin-yes. Motion passed unanimously.

Public Access Time

The following spoke:

Faith Van De Puthe Lopez Island	Anna Nelson, Land Development Project Manager Roche Harbor, San Juan Island	Matthew Allan, General Manager Roche Harbor, San Juan Island
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Public access was closed as there was no one else who wished to speak.

Annual Docket

Public hearing on the 2025 Annual Docket – Colin Maycock, Planner IV AICP

Colin Maycock presented the staff report on the changes requested for the 2025 Annual Docket and responded to comments and questions from the Planning Commission.

Public Comment was opened and there wasn't anyone who wished to speak.

Return to Colin Maycock for any follow up comments or questions.

Deliberations

Moved by Bill Bangs, seconded by Peter Kilpatrick, to recommend to the County Councils the wording change in the code as presented in the staff report, be added to the Department of Community Development (DCD) work plan. Bill Bangs-yes, Serina Adams-yes, Peter Kilpatrick-yes and Sheila Gaquin-yes. Motion passed unanimously.

2025 Comprehensive Plan Update – Sophia Cassam, Planner III

Sophia Cassam gave the Planning Commission an update on adjustments that will be made to the scheduling of items for the Comprehensive Plan Update.

Briefings

Briefing on LANDUSE-25-0050 Public Works Shaw Island Essential Public Facility Official Map Amendment – Sophia Cassam, Planner III

Sophia Cassam went through a presentation of the map amendment for LANDUSE-25-0050 Public Works Shaw island Essential Public Facility and responded to comments and questions from the Planning Commission.

Briefing on LANDUSE-25-0006 Roche Harbor Master Planned Resort Amendment- Sophia Cassam, Planner III

Sophia Cassam and Colin Cooper, David Evans Associates consultant, went through a presentation of the map amendment for LANDUSE-25-0006 Roche Harbor Master Planned Resort and responded to comments and questions from the Planning Commission.

Adjournment

It was moved by Serina Adams, seconded by Sheila Gaquin, to adjourn the meeting at 10:02 a.m. the vote was unanimous to adjourn. The next meeting of the Planning Commission will be Friday, August 15, 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