



Approved as submitted at the November 21, 2025 Planning Commission Meeting.

SAN JUAN COUNTY PLANNING COMMISSION MEETING
MINUTES OF THE OCTOBER 17, 2025 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: Sheila Gaquin, Serina Adams, Bill Bangs, Peter Kilpatrick, and Rick Hoffman.

Planning Commission

Member Absent: Gary Franklin

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

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

David Evans Associates Consultant

Staff Present: Colin Cooper, AICP, Associate

Administrative Items

Confirm Agenda

Sheila Gaquin stated that she would need to leave the meeting at noon.

Minutes of September 19, 2025

Moved by Bill Bangs, seconded by Peter Kilpatrick, to approve the minutes with a change to the date on the previous month's date. Adams-yes, Bangs-yes, Sheila Gaquin-yes, Peter Kilpatrick-abstain, and Rick Hoffman-yes. Motion passed four yes votes and one abstention (Kilpatrick).

Update from the DCD Director – Sev Jones

Sev Jones thanked the Planning Commission for their willingness to serve on the Commission. He also thanked them for their efforts and time commitment regarding the Comp Plan update. He shared a bit of his previous work background and let the Commission know he would be attending meetings of the Lopez Village Plan Review Committee and the Eastsound Plan Review Committee soon.

Public Access Time

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

Briefings

Briefing on the Critical Areas Ordinance- Colin Maycock, AICP, Planner IV

Colin Maycock went through a presentation of what the Critical Areas Ordinance is and how it applies to the County and responded to questions and comments from the Planning Commission.

Public hearing on the Roche Harbor Master Planned Resort Activity Center Plan Amendment (Part of 2025 Comp Plan Update) – Sophia Cassam, AICP, Planner III and Colin Cooper, AICP, DEA Associate

Sophia Cassam went through a presentation of the Roche Harbor Master Planned Resort Activity Center Amendment.

Public comment was opened and the following spoke:

Kim Kylo-Corson, San Juan Island

Glen Corson, San Juan Island

Public comment was closed as there wasn't anyone else that wished to speak.

Discussion was then held with questions and comments addressed to Sophia Cassam, Ana Nelson, Representative for Roche Harbor Resort, and Colin Cooper with David Evans Associates.

Deliberations

Findings

Moved by Bill Bangs, seconded by Peter Kilpatrick, the Planning Commission accepts the Findings as presented in the staff report dated October 2, 2025 (and listed below). Adams-yes, Bangs-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, and Rick Hoffman-yes. Motion passed unanimously.

1. **Application and Proposal:** The applicant, New RH LLC, has requested an amendment to the San Juan County Comprehensive Plan Map to amend the current Master Planned Resort boundary associated with Roche Harbor Resort to include an additional 119 acres and redesignate those acres from Rural Residential (RR) to Master Plan Resort (MPR), and a related Comprehensive Plan Text Amendment to update the Comprehensive Plan policy framework, ensure internal consistency with this and prior approvals, and provide policy guidance for future development.
2. **Authority:** Pursuant to the Washington Growth Management Act (RCW 36.70A.360), counties may designate Master Planned Resorts outside of Urban Growth Areas under specified conditions. The San Juan County Code (SJCC 18.90.030) establishes standards and criteria for Master Planned Resorts, SJCC 18.90.060 (D)(4) establishes the authority for a Master Plan Amendment, and SJCC 18.30.050 (D) provides criteria for a Comprehensive Plan Map amendment.
3. **Map Amendment Consistency:** The proposed Comprehensive Plan Official Map amendment recommended by the Planning Commission at a hearing on September 19, 2025, aligns the Comprehensive Plan land use designation with the existing RHMPR Activity Center Plan (aka Resort Master Plan) policies, consistent with *RCW 36.70A.360(1)* which requires internal consistency, and *SJCC 18.30.020 (purpose of designation)*. The amendment does not expand urban growth areas and confines development within previously identified resort lands.
4. **Text Amendment Consistency:** The proposed RHMPR Activity Center Plan text amendment provides updated policy guidance regarding the scale, intensity, and character of the resort development that is consistent with *RCW 36.70A.360(1)(a)-(f)*. The amendment ensures predictability in reviewing applications (e.g. PUDs), requires protection of critical areas (SJCC 18.35) and supports the County's economic development objectives.
5. **Comprehensive Plan Goals and Policies Consistency:** The Amendment supports the following Comprehensive Plan goals and policies:

- **Land Use Goal LU 1.1:** Maintain rural character by directing higher intensity uses to the designated MPR areas.
- **Land Use Goal LU 3.2:** Ensure that resort development remains compatible with surrounding rural residential and resource lands.
- **Economic Development Goal 3:** Support tourism, airport use, recreational uses as components of the County and San Juan Island economy, consistent with the environmental stewardship and rural character of the Island.

6. **Roche Harbor Master Plan:** The applicant has worked with San Juan County staff to incorporate amendments to the approved RHMPR Activity Center Plan (aka Roche Harbor Master Plan) that incorporates conditions 2., 3., 4., and 5. included in Section 18 of the draft ordinance recommended by the Planning Commission at a hearing on September 19, 2025.
7. **Public Process and Record:** The Planning Commission considered the staff analysis and findings, the applicant's submittal, and supplemental testimony, staff comments, public testimony, and other materials entered into the record. The briefings and public hearings have complied with notice and hearing requirements pursuant to *SJCC 18.90.020*.

Recommendation

Moved by Peter Kilpatrick, seconded by Bill Bangs, that the Planning Commission recommends to the County Council approval of the amendments to the RHMPR Activity Center Plan (aka Resort Master Plan) as set forth in Exhibit W to the draft ordinance. Adams-yes, Bangs-yes, Sheila Gaquin-yes, Peter Kilpatrick-yes, and Rick Hoffman-yes. Motion passed unanimously.

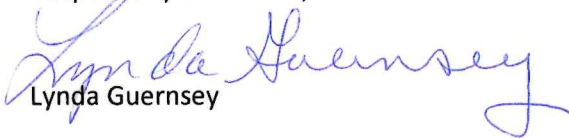
Return to Admin Items

A reminder by the clerk for the Planning Commissioner's to please let her know as soon as they can if they will not be attending a meeting. Rick Hoffman stated he would not be available for the November 21st meeting.

Adjournment

It was unanimously agreed upon to adjourn the meeting at 10:30 a.m. The next meeting of the Planning Commission will be Friday, November 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

Attachment A – RHMPR_Master Plan Amendment as Planning Commission Recommended