MEETING AGENDA
6:30 P.M. Wednesday, May 21, 2014
Bay Club, 120 Spinnaker Place, Port Ludlow

6:30 PM A. OPENING BUSINESS:
• Call to Order – Kevin Coker, Chair
• Roll Call & Quorum of Members
• Approval of Agenda
• Approval of 04/16 and 05/07 Meeting Minutes
• Staff Updates
• Committee Reports/ Commissioner Announcements

6:45 PM B. CONTINUED BUSINESS:
1. Election of Chair/Vice Chair
2. Planning Commission Public Survey
3. Discussion of Comprehensive Plan Update

8:30 PM Observer Comment

8:45 PM C. CLOSING BUSINESS:
• Summary of today’s meeting – Follow-up action items
• Agenda items for next meeting – June 4, 2014 at 1:30 pm at the Queets-Clearwater School in Forks

9:00 PM D. ADJOURNMENT

OBSERVER COMMENT

We encourage public participation and welcome comments submitted anytime in writing or by email at the address shown above. We want to hear your ideas or concerns.

The Observer Comment Period on the agenda is:
• An optional time period dedicated to listening to the public – Planning Commission is not required to provide response;
• Offered at the Chair’s discretion when there’s time;
• Not a public hearing – comments made during this time will not be part of any hearing record;
• May be structured with a three-minute per person time limit.

When the Chair recognizes you to speak, please begin by stating your name and address.

Audience members are asked to avoid disrupting the business being conducted and are welcome to interact informally with Planning Commissioners before or after the meeting and during the break.

Please silence cell phones and other devices

2014 Meeting Schedule: Regular Planning Commission meetings are held the 1st Wednesday and the 3rd Wednesday of each month, or as otherwise scheduled. Meeting time and location may vary but will be announced in advance. Special meetings may also be convened as needed. All meetings are open to the public and noticed in the Leader newspaper. Learn more on the Planning Commission website at http://www.co.jefferson.wa.us/commdevelopment/PlanningCommission.htm
### Jan - June 2014

- **15-Jan** Review Periodic Assessment Calendar

- **5-Feb** Continue to work on topics: focus Critical Areas Ordinance and Existing & Ongoing Agriculture
  
  Guests: WSU Extension and Al Latham (as available)

- **19-Feb** Presentation: Heritage Tree Program, Guest: Art James
  
  Presentation: Pleasant Harbor MPR SEIS overview

- **5-Mar** Joint County/City Meeting: Population and Housing Action Plan
  
  Will be held at City of PT Council Chambers 1:30 - 4:30 pm

- **19-Mar** Meeting cancelled

- **2-Apr** Meeting cancelled to accommodate DCD Lean Kaizen

- **16-Apr** Joint County/City Meeting: Transportation & Climate Change
  
  Will be held at City of PT Council Chambers 1:30 - 4:30 pm
  
  Guests: Cindy Jayne

- **7-May** Joint County/City Meeting: Economic Development & Education
  
  Will be held at City of PT Council Chambers 1:30 - 4:30 pm

  **1:30-4:30** and Sustainability of Local Food

  Will be held at City of PT Council Chambers 1:30 - 4:30 pm

- **6:30-9:30** PC meeting and sign code public hearing at Tri-Area Comm Center

  **held at the Tri-Area Community Center**

- **21-May** Outreach meeting : Port Ludlow Bay Club, 6:30 pm

- **4-Jun** Outreach meeting : Queets-Clearwater School, 1:30 pm - 3:00 pm

- **18-Jun** Outreach meeting :Quilcene School, 6:30 pm

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#### Tentative Jeff Co Planning Commission Calendar for 2014 - 2015, subject to revision

**Updated May 13, 2014**

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<th>JANUARY</th>
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### July - Dec 2014

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- **2-Jul** Outreach meeting: Gardiner Community Center, 6:30 pm
- **16-Jul** Outreach meeting: Brinnon Elementary School Gym, 6:30 pm  
  Combine with Pleasant Harbor MPR dev regs public hearing?  
  Guest: Statesman Corp

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- **6-Aug** Return to Tri-Area Community Center: Continue to work on topics
- **20-Aug** No meeting: return to one meeting per month

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- **3-Sep** Tri-Area Community Center: Continue to work on topics

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- **5-Nov** Finalize PC language for Periodic Assessment proposal -  
  UDC and CP amendments proposed

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- **3-Dec** Continue to work on topics, review outstanding issues
Jan - Dec 2015

Jan - Mar  Staff time to perfect the amendment proposal

1-Mar-15  Final CPA and UDC amendments proposed and submitted for annual cycle

13-Mar-15  Staff prepares Preliminary Docket for public review by the end of the second full business week of March of each year.

April-15  DCD Staff Report stating which suggested amendments should be

- Planning Commission Hearing on Suggested amendments on preliminary docket
- Planning Commission report and recommendation to BoCC on Suggested amendments on preliminary docket

11-May-15  BoCC consider preliminary docket by the second regular BoCC

6-Jul-15  Possible BoCC public hearing

July/August 2015  BoCC adopts Final Docket

Sep-15  DCD review and recommendation of Final Docket, including SEPA review

Sep-15  Planning Commission review of Final Docket & at least one Public Hearing

October-15  Planning Commission recommendation on Final Docket to BoCC

October-15  Optional BoCC workshop to review the Planning Commission recommendation

November-15  Possible BoCC Public Hearing

14-Dec-15  BoCC Decision

February 2016  Possible appeals filed

July 2016  Compliance due
2015 Comprehensive Plan Amendment Cycle Process Flowchart

This cycle will review the proposed amendments compiled under the Periodic Assessment to comply with the state “2016 Update.”

Anticipated timeline or required deadline

<table>
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<th>Date</th>
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<tr>
<td>March 2, 2015</td>
<td>Applications due no later than March 1 of each year</td>
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<tr>
<td>March 13, 2015</td>
<td>Staff prepares Preliminary Docket for public review by the end of the second full business week of March of each year * Site-specific Amendments * Suggested Amendments * Periodic Assessment per RCW 36.70A.130 (7-year update in 2009) review of GMI’s JCC 18.45.050</td>
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<td>April 2015</td>
<td>DCD Staff Report stating which suggested amendments should be placed on the final docket JCC 18.45.060(1)</td>
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<td>March 2, 2015</td>
<td>Quality Review of Final Docket, including SEPA review</td>
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<td>March 13, 2015</td>
<td>Planning Commission Hearing on Suggested amendments on preliminary docket JCC 18.45.060(3)</td>
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<td>April 2015</td>
<td>Planning Commission report and recommendation to BoCC on Suggested amendments on preliminary docket JCC 18.45.060(3)</td>
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<td>May 11, 2015</td>
<td>BoCC consider preliminary docket by the second regular BoCC meeting in May JCC 18.45.060(4)</td>
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<td>July 6, 2015</td>
<td>Possible BoCC public hearing on suggested amendments if majority of BoCC decide to add or subtract suggested amendments to be held no later than the first BoCC meeting in July JCC 18.45.060(4)(a)</td>
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<td>July/August 2015</td>
<td>BoCC adopts Final Docket JCC 18.45.060(4)(b)</td>
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<td>September 2015</td>
<td>DCD review and recommendation of Final Docket, including SEPA review JCC 18.45.070</td>
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<td>October 2015</td>
<td>Planning Commission-recommended Final Docket &amp; at least one Public Hearing JCC 18.45.080(1)</td>
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<td>November 2015</td>
<td>Planning Commission recommendation on Final Docket to BoCC JCC 18.45.080(1)</td>
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<td>December 14, 2015</td>
<td>Optional BoCC workshop to review the Planning Commission recommendation JCC 18.45.080(2)(b)</td>
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<td>February 2016</td>
<td>BoCC reviews CPAs at a regularly scheduled meeting recommendation on Final Docket to BoCC JCC 18.45.080(2)(b)</td>
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<tr>
<td>December 14, 2015</td>
<td>Possible BoCC Public hearing JCC 18.45.080(2)(b)</td>
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<tr>
<td>December 14, 2015</td>
<td>Possible Appeals shall be filed with and processed by WWG/WWG per Chapter 36.70A RCW</td>
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Jefferson County Planning Commission Periodic Update Survey

1. In what area of the county do you live?
   - Port Hadlock
   - Port Ludlow
   - Port Townsend (Unincorporated area)
   - Chimacum
   - Shine
   - Coyle
   - Quilcene
   - Brinnon
   - Gardiner
   - Marrowstone
   - West End
   - Other (please specify) ________________________________

2. What is your preferred method for receiving notices and information on future Planning Commission meetings?
   - Newspaper Announcement
   - Email
   - Flyer at community center
   - Flyer at post office
   - Flyer at store
   - Notice in local paper/newsletter/email group
   - Other (please specify) ________________________________

3. How familiar are you with the Jefferson County Comprehensive Plan?
   - Very Familiar
   - Somewhat Familiar
   - Know it exists
   - Never heard of it

4. Please rank these goals in importance to you, personally on a scale of 1-6, one being the most important? (1=highest)
   1. Maintain and encourage a small town rural atmosphere
   2. Promote, encourage, and reinforce a sense of community identity
   3. Maintain a balanced community that continues to provide for and encourage a diversity of activities, interests, and lifestyles
   4. Protect and enhance the natural environment
   5. Maintain and encourage economic growth and stability
   6. Ensure and protect property owners' rights
   7. Other (please specify) ________________________________
5. The Comprehensive Plan governs how land is used in the county; how many, what type, and where we place business, homes, farms, etc. This affects privacy, noise, congestion, appearance, shopping opportunities, tourism, and your enjoyment of your home. Considering the six goals listed in question 4, how satisfied are you with the current land use in your area?
   - Very Happy
   - So-So
   - Unhappy
   Comments? ________________________________

6. What is the best thing about your area? ________________________________

7. What is the first thing you would fix in your area? ________________________________

8. What does your area need the most right now? Please rank them with number 1 being the most important.
   1. Multi-family housing
   2. Senior housing
   3. Affordable Housing
   4. More local businesses
   5. Jobs
   6. Better public transportation
   7. Environmental Protection
   8. More aquaculture
   9. More local farms
   10. More small residential sites
   11. Open the hotel
   12. More business zoning
   13. More Public Recreation spaces
   14. Other (please specify) ________________________________

8. Optional: Provide your name and email address if you would like to be added to the Planning Commission email list.
   Name: ________________________________
   Email: ________________________________
   Date of response: ________________________________

Please return this survey to:
   Jefferson County DCD
   621 Sheridan St
   Port Townsend, WA 98368

Or email to: PlanComm@co.jefferson.wa.us
JOINT CITY/COUNTY PLANNING COMMISSION WORKSHOP
MEETING MINUTES FOR APRIL 16, 2014

CALL TO ORDER: 1:37 PM

ROLL CALL

Jefferson County Planning Commissioners

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City of Port Townsend Planning Commissioners

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Jefferson County DCD Staff Present:

- Carl Smith, DCD Director
- Stacie Hoskins, Planning Manager
- Zoe Ann Lamp, Associate Planner
- Elizabeth Williams, Plan Clerk

Invited Guests:

- Judy Surber, City of Port Townsend Planning Manager
- Cindy Jayne, Climate Action Committee member
- Brian Goldstein, Climate Action Committee member, Former Resource Conservation Manager to City & County/PT & Chimacum School Districts
- Samantha Thomas, Leads the L2020 transportation group, Project Manager for Walkable Livable Communities Institute

TRANSPORTATION ELEMENT

Stacie Hoskins: 1:40 pm
Discussed a possible future study of the Quimper area, a need for a travel demand assessment, and a review of the 6-year transportation improvement plan and the Active Transportation plan (former Non-Motorized Transportation & Recreational Trails Plan)

Judy Surber: 1:43 pm
Suggested considering the cost of long-term maintenance of the Pleasant Harbor Master Planned Resort roadways, while updating the Comprehensive Plan.

CLIMATE CHANGE

Zoe Ann Lamp: 1:45 pm
The Comprehensive Plan does not currently address climate change. The City of Port Townsend and Jefferson County adopted the joint Climate Action Plan in 2007 which intends to reduce greenhouse gas emissions as much as 80% of 1990 levels by 2050. Jefferson County
intends to incorporate WA state CAP expectations and adaptations related to climate change into the Comprehensive Plan Update.

**Judy Surber:**
1:53 pm
The Climate Action Committee meets quarterly and is open to the public.
WA state funding was awarded to the North Olympic Peninsula Resource, Conservation, and Development, which covers both Clallam and Jefferson County and can be used for incorporating climate change adaptation into the Comprehensive Plan.

**Cindy Jayne:**
2:03 pm
Presented MS PowerPoint slideshow and discussed current science regarding expected climate changes, including expected air temperature increases, ocean acidification, and changes in sea levels. The impacts included potential negative impacts on marine species, infrastructure, and forestry.
The grant status was discussed and the slideshow suggested opportunities to include infrastructure planning and restoration projects.

**Mr. Tom Giske joined the workshop at 2:13 pm**

**Brian Goldstein:**
2:13 pm
Presented MS PowerPoint slideshow which included energy conservation measures for the housing, commercial, and government sectors and considerations for different Comprehensive Plan updates.
K. Coker suggested possible induction lighting for street light replacement.
An unnamed citizen questioned why local government had not considered wind energy as a possible energy alternative.
B. Goldstein stated that an energy assessment would be necessary and that there were too many regulations as far as height and safety were concerned.
K. Coker also suggested Honeywell rooftop wind turbines. B. Goldstein again reiterated that there were too many safety issues.
J. Surber explained that the area did not receive enough wind necessary to produce energy and that expenses were high in order to install the turbine to the required height.
D. Frick stated that the Puget Sound Energy rebate payout for the ductless heat system that he had installed in his home were worth the costs.
T. Giske asked how to begin the task of updating the County’s Comprehensive Plan.
C. Smith responded that community acceptance and the lack of County resources needs to be considered when updating the Comprehensive Plan.
S. Hoskins voiced that climate change impacts at both a local and international level need to be assessed.
L. Smith agreed that retrofitting would the best “bang for your buck”
B. Goldstein informed that Seattle requires registering utility costs for all buildings at 5,000 s.f. or larger.
M. Sircely suggested not to disregard solar energy, as depending on the size of the project, can have a payoff in a matter of a few years. It is also an excellent incentive for low income families.
An unnamed citizen stated that fossil fuel vs. electric heating are the largest hurdles to conquer.
**Samantha Thomas:**
2:46 pm
Presented a PowerPoint presentation on “Transportation and Comprehensive Plans”, which provided various examples of other walkable communities.
T. Giske advised considering how Portland used their Saturday Market as a focal point
M. Sircely also mentioned that Jefferson County did not provide transportation to many of the rural areas and that he would prefer to commute his few necessary trips a month to Seattle by bus.
S. Thomas stated that Kauai, Hawaii had received funds from FEMA. These grants primarily fund climate change adaptation methods. It is an avenue to consider pursuing in the way of funding.

**Observer Comments**

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<td>Bonnie McDaniel, Quilcene</td>
<td>3:30 pm</td>
<td>Submitted a letter regarding her concerns of Pleasant Harbor Master Planned Resort, including future increased traffic and need for emergency services due to motor vehicle accidents.</td>
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<td>Todd Wexman, Port Townsend</td>
<td>3:37 pm</td>
<td>Voiced his disapproval of Pleasant Harbor Resort.</td>
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<td>Samantha Thomas, L2020 transportation group</td>
<td>3:40 pm</td>
<td>Encouraged County to work with WA Department of Transportation and other state agencies.</td>
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<tr>
<td>Rick Jahnice, Port Townsend</td>
<td>3:42 pm</td>
<td>Encouraged the City and County to collaborate with outside agencies, such as Jefferson County PUD, as they have started meetings to implement their plans regarding energy conservation. R. Yonke also suggested working jointly with Jefferson Healthcare and Jefferson Transit in regards to alternative transportation, as many citizens need access to schools and healthcare via transit and we need to encourage service to more areas.</td>
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<td>Jim Todd, Port Townsend</td>
<td>3:45 pm</td>
<td>Consider implementing stiff pedestrian safety regulations regarding bicycles in sidewalks when updating the Comprehensive Plan.</td>
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<td>Frank Hoffman, Port Townsend</td>
<td>3:50 pm</td>
<td>Impressed with the presentations. He expressed the importance of engaging with elected officials rather than overwhelming with angry controversy.</td>
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<td>Patricia Farmer, JC Planning Commission</td>
<td>3:51 pm</td>
<td>Stated that she echoed the comments of Mr. Hoffman in working together towards policies.</td>
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<td>Lorna Smith, JC Planning Commission</td>
<td>3:52 pm</td>
<td>Stated that she has worked in the planning field for most of her careers. Expressed disappointment that we have not yet moved forward with any of the ideas shared at meetings. She stated the ideas were in no way new or innovative.</td>
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<td>Kevin Coker, JC Planning Commission</td>
<td>3:55 pm</td>
<td>Would like an updated schedule for next year regarding future joint and outreach meetings.</td>
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<td>Tom Giske, JC Planning Commission</td>
<td>3:56 pm</td>
<td>Appreciated the example of Richmond, CA’s Comprehensive Plan provided by Samantha in the PowerPoint presentation, which is separated into four basic elements in order to make the Plan more feasible.</td>
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</tbody>
</table>
C. Smith reiterated the lack of resources and staff in order to update the Comprehensive Plan.
T. Giske suggested forming a small group to do the work, rather than County staff.
K. Coker replied that DCD can bring forth any issues or request time and Planning Commission members can recommend County Commissioners to designate time for DCD staff to complete such work.
T. Giske stated that he would prefer we spend time on what we consider important rather than on WA mandated policies and codes.

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<th>Name</th>
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<tr>
<td>Nan Evans, PT Planning Commission 3:59 pm</td>
<td>Would prefer being creative in order to find solutions that would still meet state requirements.</td>
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<tr>
<td>Lorna Smith, JC Planning Commission 4:00 pm</td>
<td>Suggested forming small citizen groups</td>
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**Next Joint Workshop:** 1:30 pm on 05/07/2014 at Port Townsend City Hall Council Chambers.

**Agenda:** Education and Economic Development, Sustainability of local food.

**WORKSHOP ADJOURNED: 4:02 PM**

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**Approval of Minutes**

These meeting minutes were approved this [day] day of [date], 2014.

______________________________  ________________________________
Kevin Coker, Chair  Carl Smith, DCD Director
CITY/COUNTY JOINT WORKSHOP
Minutes for May 7, 2014
Call to Order: 1:33 pm

ROLL CALL

Jefferson County Planning Commissioners

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P=Present, X=Vacant, AE=Absent Excused, AU=Absent Unexcused

City of Port Townsend Planning Commissioners

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<tr>
<th>Mick-Hager</th>
<th>Frick</th>
<th>Nicholson</th>
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Jefferson County Staff Present

- Carl Smith, DCD Director
- Stacie Hoskins, Planning Manager
- Elizabeth Williams, Planning Clerk

City of PT Staff Present

- Dr. David Engle, PT Public School Superintendent
- Peter Quinn, Executive Director of Economic Development Council with Team Jefferson
- Judy Alexander, Chair for Local 20/20 Food Resiliency Action group, Volunteer with NW Earth Institute
- Dr. Laura Lewis, WSU Extension Small Farms Director
- Al Latham, Former Jefferson Co. Conservation District Manager
- Robert Greenway, Developer of Corona Farm

Public in Attendance: 14

OVERVIEW

Stacie Hoskins: 1:34 pm
Stated the Port Hadlock/Irondale UGA is top priority for the County. The County has considered different wastewater options for Brinnon, Quilcene & Glen Cove. Announced that the DCD recently received LEAN training, hoping to streamline the permit process and has began by providing up-front review for SFRs by planners. Jefferson County won the Governor’s Smart Choices award in 2006 for supporting agriculture while protecting fish and wildlife.
Judy Surber: 1:40 pm
Suggested that Port Townsend needs to promote:
- year-round tourism,
- workplaces that encourage diversity,
- small to medium size “cottage” businesses,
- telecommuting,
- revise current code to allow for local farm-stands within City limits.

EDUCATION/ECONOMIC DEVELOPMENT

David Engel: 1:45 pm
Worked with an employee of Intellicheck Mobilisa whose children attended Bainbridge Island schools, due to higher educational ratings.
K-12 enrollment has declined.
October 2013: PT age average was 57 years old.
50% of the population is considered to be in poverty.
Our community identity consists of: Craftsmanship, Maritime
Creation of STEAM (Science, Technology, Engineering, Arts, & Math)
For more information, visit: maritimediscovery.org

Peter Quinn: 2:16 pm
Wants Port Townsend to focus on attracting new business owners.
Discussed Business Intelligence Quotients (BIQ's): Trademarks, hiring, e-mail marketing.
Victories include:
- The CoLab (a group of independent professionals that co-work in Port Townsend to collaborate and share ideas)
- CEO Breakfasts on a monthly basis
- Conducting Business Planning classes annually
- Hardly any vacancies in downtown PT
- Crawford Nautical will be holding skipper training classes at NWMC
Good prospects include:
- New providers other than Wave Broadband (currently no competition)
- Pursue Crowdfunding (too dependent on LION)
- Provide guidance to potential business owners
- The Howard Street extension
- The newly-formed Fort Worden Public Development Authority (PDA)

FOOD SUSTAINABILITY

Judy Alexander: 2:37 pm
Average 1,500 miles from farm to fork
Stated in Switzerland, each household grows their own food/no lawns.
Suggested creating goals promote local food purchases/farm growth:
- Pass “Right to Farm” ordinance
- Review “beautification” regulations to not hinder farm growth
- Encourage farming classes in schools
- Increase 10% of local purchases to 50%
- Find which processes needs help (i.e. farms, transportation, storage, stores)
- Encourage the public to “let go of convenient fast, cheap foods”

Laura Lewis: 2:50 pm
Expressed interest in working on the Comprehensive Plan Update.
Announced the Annual Farm Tours (2nd week of September).
Described the WSU FIELD program (only one of its kind in the state) provides training for
students with an interest in sustainable agriculture, who endure a rigorous field-based internship at a local Jefferson County farm, where they are paired with a host farm mentor. Jefferson Landworks Collaborative provides agricultural support through grant programs.

WSU Extension recently received a grant to work with West End tribes on healthy eating and horticultural needs.

Comp Plan Amendments to re-designate land to agriculture should require proof that they’re taxed as agriculture. For this they need to have conducted agriculture on the property for five years, and this would make sure these properties are appropriate for rezoning.

Al Latham: 2:58 pm
Explained that he made recommended changes to Jefferson County Comp Plan and UDC 18.20.30 Agricultural Activities and accessory uses.

Robert Greenway: 3:00 pm
Provided photos of local farms.
Stated that when QFC used to purchase garlic from his farm, the product would not be displayed for weeks, yet was sold to customers as “fresh”.
Recommended that Planning Commission sets clear goals and increase local food consumption.

Judy Alexander: 3:17 pm
Stated that one grocery store chain began growing their own produce on-site.

Laura Lewis: 3:20 pm
Albertson’s in Port Angeles sells local Nash’s (located in nearby Sequim) produce. However, large grocery stores require product quantity consistency and many local farms are not able to produce those results. Dharma Ridge could possibly be able to scale-up enough to sell to grocery stores. The area is in need a joint storage/food hub for local farms to store the food.

OBSERVER COMMENT
Doug Lamy: 3:25 pm
Recommended that Port Townsend expand the Boat Haven since transportation is a main component of every issue discussed today. Also suggested considering greenhouses for sustainability purposes and branding PT food products as “Port Townsend Fresh”.

Frank Hoffman: 3:30 pm
Believes that David Engle and Peter Quinn want people in town that are similar to them. Agrees with Robert Greenway, that Planning Commission needs clear goals. Planning Commission is passive and should not be waiting for a good idea.

Karen Page: 3:35 pm
Submitted a letter requesting the Planning Commission to review a DCD document which has recommended policies and regulations in response to I-502. Is a resident of Egg & I Rd. near a proposed marijuana growing facility. Warned to be careful of allowing such use in a residential zone.

Kevin Clark: 3:42 pm
Encouraged Planning Commission member to read Lester Brown’s “World on the Edge” which addresses climate change. Working with Cindy Jayne of CAC (Climate Action Committee).

ADJOURNED: 3:52 PM

Approval of Minutes

These meeting minutes were approved this __________ day of ____________________, 2014.

________________________________________          __________________________________
Kevin Coker, Chair                                      Carl Smith, DCD Director
REGULAR MEETING
Meeting Minutes for May 7, 2014

Call to Order: 6:35 pm

ROLL CALL

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Jefferson County Staff Present:
- Carl Smith, DCD Director
- Stacie Hoskins, Planning Manager
- Elizabeth Williams, Planning Clerk

Public in Attendance: 1

STAFF UPDATES

Elizabeth Williams: 6:35 pm
Provided updates on confirmed meeting spaces:
05/21: Bay Club in Port Ludlow
06/04: TBD
06/18: Quilcene School
07/02: TBD
07/16: Brinnon School

Stacie Hoskins: 6:37 pm
Updated website to include the Planning Commission Agenda Packets online for the convenience of public viewing and to avoid large e-mail attachments to PC members.
Shoreline Master Program (SMP) appeals have been consolidated to go before the Growth Management Hearings Board on 05/14/2014
Lorna Smith asked who represents us as a County. Stacie responded that David Alcarez of the Jefferson County Prosecutor’s office.

PUBLIC HEARING

Carl Smith: 6:40 pm
The Jefferson County DCD offered 21 days allowed for public comment on the revised Sign Code.
The 05/07 meeting was duly published in the PT Leader on 04/16 and 04/23
Discussed the facts and findings of other court cases.
The proposed sign code revision is in order to maintain appropriate scale and to address signs in residential zones.
In 2012, the County Administrator allowed the DCD to hire a consultant for David Johnson (DCD Associate Planner) to work with on the code revision. And in late
2012, Carl Smith took over the revision. In the proposed revision, the sign code:

- Prohibits off-site commercial signs
- Includes an expanded exemption list,
- Restricts height for free-standing signs in order to prevent vehicles from passing underneath,
- Requires non-conforming changing message signs to be brought up to code within 5 years of adoption of the sign code,
- Prohibits signs from obstructing driver's vision,
- Requires conforming off-site signs on private property to be 600' from an intersection,
- Requires existing off-site commercial signs to be removed within 5 years of the adoption of a “way-finding” sign,
- Requires proposed Event signs to be approved for a Special Events Permit,
- Does not require a permit for a real estate sign
- Allows four sq. ft. signs in the public ROW, whereas previously prohibited.

PUBLIC TESTIMONY

Tom Tiersch: 7:15 pm
Expressed dislike to entire overhaul of the Sign code.
Very short comment period with no written comments at all.
Suggested including penalties in the code.
Too many decisions left “at the discretion of the administrator”.
The sign code revision did not address signage on private roads.
Stated that there was no definition of what “height” is (i.e. bottom of the sign?)
Requested revision of the following sections:
3-i: Changing message signs cannot be dimmed if not electric.
5-d: Off-site signs for businesses are prohibited but allowed in another section of code. Tom wondered why else someone would have an off-site sign other than to promote their business.
6-f: No more than two signs on-site per property yet in today’s facts and findings under number 18 states: “The proposed sign code for personal signs on private property limits the total sign area on each particular parcel of property but not the total number of signs…”
8-e: Signs in the public ROW are “subject to criteria published by the Jefferson County Public Works Department.” Tom stated that the PW Dept. does not have a public process for decision-making.

DISCUSSION

Kevin Coker: 7:44 pm
Asked about penalties.

Carl Smith: Penalties are included in under a different title in the Jefferson County Code.

Lorna Smith: Why aren’t private roads included?
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<th>Name</th>
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<tr>
<td>Stacie Hoskins:</td>
<td>Residentially-zoned lots are governed under zoning laws.</td>
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<tr>
<td>Kevin Coker:</td>
<td>Why doesn't the code include IBC or require building permits?</td>
</tr>
<tr>
<td>Carl Smith:</td>
<td>Signs could possibly require a building permit depending on the plans. The DCD cannot determine whether it needs a building permit without first reviewing the plans and deciding on a case-by-case basis.</td>
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<tr>
<td>Kevin Coker:</td>
<td>Dimming appears to be covered in the code under section Mr. William Miller concurs.</td>
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<tr>
<td>Gary Felder:</td>
<td>What about the height restrictions?</td>
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<tr>
<td>Carl Smith:</td>
<td>No engineering process was involved in creating height restrictions.</td>
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<tr>
<td>Lorna Smith:</td>
<td>Would the County require an applicant to apply for a variance to increase the height of their sign?</td>
</tr>
<tr>
<td>Stacie Hoskins:</td>
<td>No. Variances cover set-backs and height limits for buildings, not signs. Understands Mr. Tiersch’s concerns about possible abuse of power in regards to decision-making on a managerial level, but stated that any decision must be made under the circumstance that it could be challenged in an appeals process.</td>
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<td>Kevin Coker:</td>
<td>Suggested that under temporary signs add a requirement for a name and date be printed on a temporary sign.</td>
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<tr>
<td>Matt Sircely:</td>
<td>In favor of off-site commercial signs. Suggested adding an exemption for agricultural off-site commercial signs.</td>
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<tr>
<td>Gary Felder:</td>
<td>The purpose of revisiting the sign code was due to the aesthetics of current off-site signs.</td>
</tr>
<tr>
<td>Kevin Coker:</td>
<td>In favor of a way-finding sign.</td>
</tr>
<tr>
<td>Richard Hull:</td>
<td>The proliferation of signs in certain areas of the County is displeasing.</td>
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<tr>
<td>Kevin Coker:</td>
<td>What defines the “maintenance” of a sign? Hosing down the sign once a month or cleaning the sign every week?</td>
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<tr>
<td>Tom Tiersch:</td>
<td>Suggested creating a maximum radius of a sign location from a business.</td>
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<tr>
<td>Kevin Coker:</td>
<td>Agreed with 600’ from major/minor arterial due to average vehicle’s rate of speed. Matt Sircely suggested lowering the distance requirement from the sign to the intersection.</td>
</tr>
<tr>
<td>Matt Sircely:</td>
<td>Wants more signage directing public to farms/businesses. Lorna Smith agreed.</td>
</tr>
<tr>
<td>Kevin Coker:</td>
<td>Kevin suggested the public hearing remain open and continue it to the June 4th outreach meeting and directed Carl Smith to return with a few minor changes to the proposed code. The Commission agreed to the motion by consensus.</td>
</tr>
</tbody>
</table>
NOMINATIONS

Richard Hull nominated Kevin Coker to continue as Chair. Gary Felder seconded the motion. The Commission unanimously approved the nomination.
Bill Miller nominated Richard Hull as Vice Chair. Patricia Farmer seconded the motion. The Commission unanimously approved the nomination.

Adjourned at 8:35 pm

Approval of Minutes

These meeting minutes were approved this _______ day of __________________, 2014.

________________________________________  ________________________________
Kevin Coker, Chair                          Carl Smith, DCD Director