MEETING AGENDA
6:30 P.M. Wednesday, July 2, 2014
Gardiner Community Center, 980 Old Gardiner Rd., Sequim

6:30 PM A. OPENING BUSINESS:
- Call to Order – Kevin Coker, Chair
- Roll Call & Quorum of Members
- Approval of Agenda
- Approval of 06/04 Minutes
- Staff Updates
- Commissioner Announcements

6:45 PM B. CONTINUED BUSINESS:
1. Comprehensive Plan Update
2. Planning Commission Public Survey

8:00 PM Observer Comment

8:15 PM C. CLOSING BUSINESS:
- Summary of today’s meeting – Follow-up action items
- Agenda items for next meeting – July 16, 2014 at 6:30 pm at Brinnon School

8:30 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
The Nordland store is located on State Route 116 on Marrowstone Island. The general store has a post office and kayak rental, and provides the only basic goods and services available for the island community. It is a historic enterprise which serves as a social and community center.

2. Neighborhood/Visitor Crossroads - Neighborhood/Visitor crossroads are designated based on multiple commercial uses that serve the nearby rural neighborhood and the commuting or traveling public with a limited range of basic goods and services. Permitted uses include all Convenience Crossroads uses as well as restaurant, tavern/bar, auto parts and repair, farm supply and equipment, and a limited range of specialty stores and professional services. Performance standards for new development shall be consistent with the rural character, size, and scale of the existing commercial area and the surrounding neighborhood.

- Mats Mats

The Mats Mats General Store serves local neighborhood residents as well as visitors to the Oak Bay and Mats Mats Bay shoreline areas. The logical boundary takes in additional uses including a photography studio, a vacant former medical clinic, and a chiropractor’s office. The southern boundary is located along a stream drainage.

- Discovery Bay

The Discovery Bay community was historically a thriving economic area on the railroad line, with a sawmill and a cannery. The historic community declined in population as these uses ended, but the commercial area has continued due to a location at the junction of State Route 20 and U.S. Highway 101. It serves nearby residents as well as visitors and commuters. Criteria for logical boundaries have been applied with special consideration of critical areas and traffic issues.

The logical boundary to contain this commercial area allows for limited infill, but protects critical fish and wildlife habitat in the Salmon and Snow Creek estuaries. Areas of infill are also limited over estuarine lands based on seismic, frequently flooded, and wetlands critical areas. Existing uses have been recognized, and limited areas of infill have been allowed farther from critical areas. Several uses on the western boundary were excluded to address traffic concerns along Highway 101 and in order to prevent linear commercial sprawl, as development is constrained by the estuary on one side and steep slopes on the other.

- Gardiner

The Gardiner commercial area is located on U.S. Highway 101, and historically served the community with a grocery and gas station that closed during the 1980s. Current uses include a bird feeding supplies store, U-fish pond, an antique store, espresso, and a fishing tackle store. The logical boundary around the triangular commercial area has been drawn using Highway 101, the Old Gardiner Road, and the Gardiner Beach Road. A limited amount of infill is allowed in order to accommodate the community’s desire for future development of uses such as a convenience store.
GOAL:

LNG 5.0   Establish and maintain the location and size of the County’s Rural Crossroads to provide access to a limited range of non-residential uses.

POLICIES:

LNP 5.1   All rural commercial lands shall be designated based on the provisions of the Growth Management Act (RCW 36.70A).

LNP 5.2   Designate the following historic crossroads as Convenience Crossroads (CC) as shown on the Land Use Map: Nordland, Beaver Valley, and Wawa Point.

LNP 5.2.1 Designation is based on the criteria in the Growth Management Act and the following additional criteria:
   a. Consists of a single commercial property; and
   b. Provides local rural population and commuting/traveling public with basic consumer goods and services.

LNP 5.2.2 Limit uses and their scale within the designated boundary of each of the Convenience Crossroads to those involving basic consumer goods and services.

LNP 5.3   Designate the following historic crossroads as Neighborhood/Visitor Crossroads (NC) as shown on the Land Use Map: Chimacum, Discovery Bay, Four Corners, Gardiner, and Mats Mats.

LNP 5.3.1 Designation is based on the criteria of the Growth Management Act and the following additional criteria:
   a. Multiple commercial properties; and
   b. Includes limited specialty goods and professional services; and
   c. Serves the local rural population and the commuting/traveling public.

LNP 5.3.2 Limit uses and their scale within the designated boundaries of each of the designated Neighborhood/Visitor Crossroads to those involving basic consumer staples with a limited range of goods and services and/or serving the commuting/traveling public.

LNP 5.3.3 Encourage affordable housing through the allowance of multifamily housing opportunities such as multifamily residential units, senior housing, and assisted living facilities, and manufactured/mobile home parks.
Table 3-3
Residential Lot Demand Compared to Existing Vacant Residential Lot Supply
Projected Over the Next 20 Years
1996-2016

<table>
<thead>
<tr>
<th>Location</th>
<th>Future 20-Year Lot Demand</th>
<th>Existing Supply of Vacant Buildable Lots of Record (a)</th>
<th>Balance (Excess Buildable, Vacant Lots of Record) Lot Surplus</th>
<th>Vacant Lot Oversupply Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Incorporated Areas:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Port Townsend (b)</td>
<td>2690</td>
<td>8600</td>
<td>5910</td>
<td>220%</td>
</tr>
<tr>
<td><strong>Unincorporated Areas:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quimper Peninsula (including Glen Cove)</td>
<td>500</td>
<td>1735</td>
<td>1235</td>
<td>247%</td>
</tr>
<tr>
<td>Marrowstone Island</td>
<td>77</td>
<td>458</td>
<td>381</td>
<td>495%</td>
</tr>
<tr>
<td>Irondale/Port Hadlock</td>
<td>507</td>
<td>2619</td>
<td>2112</td>
<td>417%</td>
</tr>
<tr>
<td>Kala Point</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chimacum</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Discovery Bay (including Gardiner)</strong></td>
<td>167</td>
<td>1394</td>
<td>1227</td>
<td>734%</td>
</tr>
<tr>
<td>S. Chimacum/Inland Valleys/Center</td>
<td>177</td>
<td>785</td>
<td>608</td>
<td>344%</td>
</tr>
<tr>
<td>Port Ludlow Planned Community</td>
<td>1141</td>
<td>1354</td>
<td>213</td>
<td>18%</td>
</tr>
<tr>
<td>North Port Ludlow</td>
<td>127</td>
<td>367</td>
<td>240</td>
<td>188%</td>
</tr>
<tr>
<td>Paradise Bay/Shine/Thorndyke</td>
<td>250</td>
<td>730</td>
<td>480</td>
<td>192%</td>
</tr>
<tr>
<td>Toandos Peninsula (including Coyle)</td>
<td>80</td>
<td>1116</td>
<td>1036</td>
<td>1295%</td>
</tr>
<tr>
<td>Quilcene (including Lake Leland Valley)</td>
<td>213</td>
<td>1068</td>
<td>855</td>
<td>401%</td>
</tr>
<tr>
<td>Brinnon</td>
<td>280</td>
<td>1189</td>
<td>909</td>
<td>325%</td>
</tr>
<tr>
<td>West End</td>
<td>19</td>
<td>307</td>
<td>288</td>
<td>1515%</td>
</tr>
<tr>
<td><strong>1996 Staff Inventory</strong></td>
<td>3538</td>
<td>13,122</td>
<td>9584</td>
<td>271%</td>
</tr>
<tr>
<td>Reduced by recalculation at a minimum lot size of 12,500 sq. ft</td>
<td>3538</td>
<td>8280</td>
<td>4742</td>
<td>134%</td>
</tr>
<tr>
<td>Reduced by 752 timber and agricultural resource lands parcels</td>
<td>3538</td>
<td>7528</td>
<td>3990</td>
<td>113%</td>
</tr>
<tr>
<td>Reduced by 25% market factor</td>
<td>3538</td>
<td>5646</td>
<td>2993</td>
<td>84%</td>
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<tr>
<td>Total buildable lots for the unincorporated area:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• 1996 staff inventory</td>
<td>5646</td>
<td>2993</td>
<td>84%</td>
<td></td>
</tr>
<tr>
<td>• 1995 consultant inventory</td>
<td>4679-5944</td>
<td>2025-3290</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: (a) Data compiled as of June 1, 1996 (includes "vested" lots).
Carl,

The Appellate court has just ruled that advisory committees of a government body is not subject to the Open Public Meetings Act. If the Planning Commission has committees, it appears none of the OPMA rules apply to them. Now we can have committees work on PC tasks without requiring any department effort.

Tom

Open Public Meetings. Members of the San Juan County Council (the Council) did not violate the Open Public Meetings Act (OPMA) by attending a series of closed meetings as part of a working group known as the San Juan County Critical Area Ordinance/Shoreline Master Program Implementation Committee (CAO Team). Because the Council had six members, a gathering that included three councilmembers does not constitute a “meeting” of the Council for OPMA purposes. A committee “acts on behalf of” a governing body when it exercises actual or de facto decision making authority. Advisory committees are not subject to the OPMA. Citizen Alliance for Property Rights Legal Fund v. San Juan County, COA No. 70606-3-1 (Apr. 28, 2014, publication ordered Jun. 16, 2014).
# Jan - June 2014

<table>
<thead>
<tr>
<th>JANUARY</th>
<th>FEBRUARY</th>
<th>MARCH</th>
<th>APRIL</th>
<th>MAY</th>
<th>JUNE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 2 3 4</td>
<td>5 6 7 8 9 10 11</td>
<td>1 2 3 4 5 6 7 8 9</td>
<td>1 2 3 4 5 6 7 8 9</td>
<td>1 2 3 4 5 6 7 8 9</td>
<td>1 2 3 4 5 6 7 8 9</td>
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<tr>
<td>12 13 14 15 16 17 18</td>
<td>19 20 21 22 23 24 25</td>
<td>26 27 28 29 30 31</td>
<td>2 3 4 5 6 7 8 9 10</td>
<td>11 12 13 14 15 16 17</td>
<td>18 19 20 21 22 23 24 25</td>
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<tr>
<td>31 1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

**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 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
<table>
<thead>
<tr>
<th>July - Dec 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2-Jul</strong> Outreach meeting: Gardiner Community Center, 6:30 pm</td>
</tr>
</tbody>
</table>
| **16-Jul** Outreach meeting: Brinnon Elementary School Gym, 6:30 pm  
  Combine with Pleasant Harbor MPR dev regs public hearing?  
  Guest: Statesman Corp |
| **6-Aug** Return to Tri-Area Community Center: Continue to work on topics |
| **20-Aug** No meeting: return to one meeting per month |
| **3-Sep** Tri-Area Community Center: Continue to work on topics |
| **1-Oct** Tri-Area Community Center: Continue to work on topics |
| **5-Nov** Finalize PC language for Periodic Assessment proposal -  
  UDC and CP amendments proposed |
| **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
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
REGULAR MEETING
Meeting Minutes for June 4, 2014
Call to Order: 1:33 pm

ROLL CALL

<table>
<thead>
<tr>
<th>District 1</th>
<th>District 2</th>
<th>District 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coker</td>
<td>Fielder</td>
<td>Miller</td>
</tr>
<tr>
<td>P</td>
<td>P</td>
<td>AE</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>District 2</th>
<th>District 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smith</td>
<td>Farmer</td>
</tr>
<tr>
<td>P</td>
<td>AE</td>
</tr>
<tr>
<td>Sircely</td>
<td>Brotherton</td>
</tr>
<tr>
<td>AE</td>
<td>Giske</td>
</tr>
<tr>
<td>P</td>
<td>Hull</td>
</tr>
</tbody>
</table>

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

Jefferson County Staff Present:
- Carl Smith, DCD Director
- Stacie Hoskins, Planning Manager
- Joel Peterson, Associate Planner

Public in Attendance: 8

STAFF UPDATES

Kevin Coker: Moves to approve minutes for: 05/21/14 regular meeting. Seconded by Gary Felder. 5 for, 0 against, 0 abstained.

Carl Smith: There have been 25 applications for the 2 planner vacancies for Jefferson County Dept. of Community Development. Plan Clerk position is temporary and Carl has gained approval for a full-time Administrative Clerk.

COMPREHENSIVE PLAN UPDATE

Carl Smith: DCD has firm schedule to adopt Comprehensive Plan amendments by July 2016. Major purpose of outreach meeting in Forks to receive public input. Military installations need to be included in plan, look at protecting ag lands.

Joel Peterson: Introduced himself as the Jefferson County West End Planner. The purpose in today’s meeting in Forks is to assist the County to amend policies in the Comprehensive Plan to help meet the needs of the West End. Existing zoning/development regulations allows for cottage industries, home-based businesses, small-scale recreation tourism, and resource-based industries. During the 2012 Planning Commission meeting in Clearwater, West End residents voiced their desire of housing near the prison, where many local residents work, and their frustration due to the lack of business opportunities in the area.

Stacie Hoskins: The 2012 Proposed Comp Plan Amendment Application was to change the zoning on the West End in order to accommodate smaller parcel sizes. Zoning must match population projections. However, there is currently no high demand for developments, as there are only two bldg permits pending in the West End. Cabins, lodges, convenience stores are currently permitted in the West End.

PUBLIC COMMENT

John Richmond: Would like to see the ability to have a Bed & Breakfast in the West End, especially in the Upper Hoh Rd.
**Jefferson County Planning Commission Meeting Minutes 06/04/2014**

<table>
<thead>
<tr>
<th>Name</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stacie Hoskins</td>
<td>B&amp;B challenge is that serving food requires public water supply, which is approved through the state and requires engineering. In East Jefferson, B&amp;B owners will create lodging but not create water supply and instead buy pre-made food. That may not be an option for Clearwater area because there are no restaurants.</td>
</tr>
<tr>
<td>Tom Giske</td>
<td>It would be helpful to take specific examples of permit problems and know what challenges people are facing.</td>
</tr>
<tr>
<td>Citizen</td>
<td>What are regulations for renting house as vacation rental?</td>
</tr>
<tr>
<td>Stacie Hoskins</td>
<td>Less than 30 days at a time requires a County permit, but only reviews zoning/parking accommodation and is an administrative approval process.</td>
</tr>
<tr>
<td>Jon Anderson</td>
<td>One of neighbors had talked about installing a water facility from a spring but instead moved to Alaska because the process too arduous. Nearby resort, Ruby Beach store, Bogachiel store and store on Rainforest Rd. all closed. Klahloch is the only local store. His children are asking questions about subdivision of his property.</td>
</tr>
<tr>
<td>John Richmond</td>
<td>Read aloud August 1, 2012 meeting notes: Recent massive recalls of food products in the last two years. Victory gardens that were encouraged in WWII would be good solution. Simple plots in front/backyard. Water rights need to be readily obtained, wells drilled on the West End. Jefferson County/Dept of Ecology/EPA/Corp of Engineers regulate small streams, widen buffers which makes it difficult to utilize water supply.</td>
</tr>
<tr>
<td>Kevin Coker</td>
<td>The County values and encourages the “Right to Farm”.</td>
</tr>
<tr>
<td>Gene Bunker</td>
<td>No way to prosper in the Clearwater area in a business sense. Concerned that “Nature Conservancy” will take over his property.</td>
</tr>
<tr>
<td>Stacie Hoskins</td>
<td>Agricultural, forestry, and open space get lower tax rates.</td>
</tr>
<tr>
<td>Tom Giske</td>
<td>The Land Trust has been working to place easements on agricultural land that requires farmland perpetuity. Land Trust may be interested in working with West End residents to create new land use opportunities.</td>
</tr>
<tr>
<td>Lorna Smith</td>
<td>Is a chair of the Conservation Futures Committee. Has seen an economic boost in easement designations and they promote new innovative ways to bring in money.</td>
</tr>
<tr>
<td>John Richmond</td>
<td>Forest land owners need to pay more taxes. The land owners charge for hunting leases on their land, yet also paying lower tax rates.</td>
</tr>
<tr>
<td>Ray Rorberg</td>
<td>Farmers in King County cannot afford to keep farming. Regulations are made by people in the City who have no concept of raising animals. Regulations discourage growth and make it very unlikely to build.</td>
</tr>
<tr>
<td>Kevin Coker</td>
<td>Sometimes regulations are handed down by the state and are out of the hands of the County.</td>
</tr>
<tr>
<td>Teddy McManus</td>
<td>County is very stringent with 5-acre plots. Need to make spring water available because the well water contains too much iron.</td>
</tr>
<tr>
<td>Cliff Hay</td>
<td>Natural resource-based businesses will be rare due to the state taking land for parks/nature conservancy. Kids are leaving the area in order to acquire jobs.</td>
</tr>
</tbody>
</table>
Jon Anderson: In 1891, grandfather homesteaded on the Hoh. There has been serious flooding of the Hoh River since the State put an end to cutting. Believes in “working with the river”.

John Richmond: The river took out 7-8 acres of his property. A lot of land has been taken out of production due to various causes and environmental regulations. Had a 43-year career with the California forest service. Would like to see meeting notices published in the Forks Forum. The typical tourist season for the West End is from June – Sept.

Adjourned at 3:15 pm

Approval of Minutes

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

________________________________________ ______________
Kevin Coker, Chair

________________________________________ ______________
Elizabeth Williams, PC Secretary/Plan Clerk