

Jefferson County Planning Commission

Minutes for July 21, 2004

- A. Opening Business
- B. Committee Reports
- C. Discussion on 2004 Comprehensive Plan Amendment Docket
MLA04-27, Agricultural Lands Rezones
MLA04-28, 2004 GMA Comp Plan Update
MLA03-232 and MLA03-244, Airport Proposals
- D. Adjournment

A. Opening Business

Chair Tom McNerney called the regular meeting to order at the WSU Learning Center at 6:30 p.m. Planning Commission members present were Bud Schindler, Dennis Schultz, Tom McNerney, Eileen Rogers, Phil Flynn, Edel Sokol, Allen Panasuk, Jenny Davis, and Jim Hagen.

DCD staff present were Josh Peters, Kyle Alm, and Joanna Sanders (filling in for Cheryl Halvorson, secretary).

There were about six members of the public present, including the following: Eric Toews, Gabe Ornelas, Christina Pivarnik, Ande Grahn

Josh Peters reported on the current health condition of Jim Halvorson, County employee and husband of Secretary Cheryl Halvorson following his recent car accident.

Tom McNerney called for adding to the agenda brief committee reports, for the purpose of updating the entire Commission on recent Committee work:

B. Committee Reports

Edel Sokol reported that after finishing work on the UGA last year, the Comprehensive Plan Review Committee, with Staffing by Kyle Alm, held dozens of meetings on various plan elements. They have finished the Economic Development and Housing Plans, which are now ready for the Planning Commission report, and would continue with the Environment and Parks and Open Space plan elements.

Phil Flynn of the UGA Committee reported that the BOCC had accepted the Planning Commission's recommendation on the UGA, which was pretty consistent with the opinion of Staff of both the Planning and Public Works Departments. The committee also had significant discussion about the transportation plans that originally came from the Public Works Department at one of the Planning Commission open houses. They exchanged ideas about where members felt the catch points were going to be in the future as growth developed. Aside from several county roads, the two state highways that run through the district are managed by the State Department of Transportation and are listed on a priority management plan. He believes the only suggested changes related to an upgrade of Highway 19, which the Committee had considered altering due to the impact of multiple housing on traffic at certain intersections. Tom McNerney clarified that the Committee had significant discussion and conversations with Public Works about those changes. The setbacks were all made to fit their transportation plan.

Phil Flynn reported that the UGA Committee also discussed the Countywide stormwater plan. There was disagreement with Public Works about including in the plan a potential implementation of fees to carry out plan objectives. Last week, the Committee also visited treatment facilities in Port Ludlow and Indian Island as well as the potential site for another treatment facility. Several committee members and two other Commissioners also toured and investigated Sequim's sewer and tertiary treatment facility. He explained how water and solids processed at their plant are reutilized in and around the community. Noting that those who attended were impressed with the presentation, he recommended that others attend a presentation by their Director of Public Works, which the BOCC is thought to have scheduled for late in August in the evening in Chimacum. Tom McNerney noted that the plant

was a duplicate of what is proposed in the preferred Alternative Number 2, and is the same size as would be proposed for Hadlock. Sequim's future plan is to triple the size of the plant and take in outlying areas and possibly access federal monies, bringing it to a peak of 3.5 million gallons. Bud Schindler then explained that their current upgrade, which has a peak of 1.2 million gallons and which is about what Jefferson County is planning for, cost approximately \$13 million, \$5 million of which came from an Ecology grant. Phil Flynn indicated that it would be a challenge to translate Sequim's figures to the Jefferson County project because Sequim started with a plant and then added to it.

Dennis Schultz recapped that the Ag Committee began work on the Comp. Plan a year ago. They finished their work in August and Planning Commission recommendations were forwarded to and were passed by the BOCC. In May, they finished the Unified Development Code rewrite for agriculture, which was also subsequently passed by the BOCC. In June, the same Committee started work on the Unified Development Code in general and opened the window for individuals to apply for an agricultural exemption in late June. For the last month and a half, they have been meeting twice a month and reviewing the roughly 60 applications and screening them for accuracy. Some will be contacted by the Planning Department in order to provide additional information. With a deadline of July 30th, all new applications should have been received by the first meeting in August. After the first or second meeting in August, the committee should be ready to offer their recommendation to the Planning Commission. Tom McNerney clarified that this recommendation would eventually result in a Comp. Plan amendment because it changes the land use map. The Ag Committee is essentially conducting a preliminary review, saving the Commission time on a similar review.

Eileen Rogers moved to approve the minutes of June 30, 2004 as submitted. The motion was seconded and carried by a unanimous vote. Tom McNerney pointed out that on page 8 of the minutes the motion that the Chair write a letter of commendation was intended to recognize Staff in general and then specifically Kyle Alm. While he would not request the minutes be revised, he noted that at Monday's meeting with the BOCC, he specifically recognized Kyle Alm and the cooperation and support the Commission received from Staff in doing the UGA.

Tom McNerney invited Staff Updates.

Josh Peters circulated an updated 2004-05 schedule, pointing out several dates: August 2 - BOCC Public Hearing for proposal on the Draft Ordinance, so that the BOCC can consider Ordinance Adoption on August 9. August 9 - Evening Short Course on Local Planning, for which eight or nine Commissioners expressed interest in attending. He noted that the course provides the nuts and bolts of planning in Washington State and an overview of the 2004 GMA update in general. He also distributed a summary of recent decisions by the Western Washington Growth Management Hearings Board.

Josh Peters informed that the Planning Department has contracted with Kurt Latimore, who has worked with Snohomish County and other jurisdictions, to discuss opportunities for improving the County's permit systems/processes. Staff would receive a preliminary update on this "model permit system" that is to be finalized later this fall. Latimore also works with Faith Lumsden whom the County had contracted to assist with the 1998-99 Port Ludlow Planning Process that resulted in a development ordinance. The County is considering contracting with Lumsden again to not only work with Latimore on improving the permitting system, but also to work with the Port Ludlow

community in general to help resolve some issues (the development agreement, resort plan, permitting issues, etc.).

Josh Peters reported that the County is endeavoring to implement the International Building Code that went into effect July 1st.

The County budget cycle has begun. Staff has found a temporary substitute to accomplish much of Cheryl Halvorson's office work. Minutes would be done by Joanna Sanders for the short-term. Kyle Alm would shift his focus from the UGA to working with the Comp. Plan committee and in general on the 2004 amendment cycle. Karen Driscoll would continue to work long distance from the Midwest on Ag Land activities.

Josh Peters introduced new associate planner Kevin Russell, who had recently been a development review planner. The first project on which he would work would be the airport proposals that are on the docket this evening. He would likely then move on to other projects such as the Omnibus UDC package.

Josh Peters circulated information on audio- and web-conference training opportunities from the American Planning Association. He also offered the Commission a horizontal and vertical analysis of the Kitsap County code, received from the Olympic Peninsula Planners Forum.

Tom McNerney opened the meeting to public comment.

Christina Pivarnik spoke about the flyer she and Kyle Alm are producing, which is to be mailed Friday or Monday, inviting residents of Hadlock Heights to give public testimony about Alternative 2 of the General Sewer Plan. The address list obtained from the PUD contains 20-30 households.

Tom McNerney expressed concern that while this might be the Planning Commission's recommendation, it is not an alternative approved by the BOCC. He cautioned against sending out information too early. After seeing the Sequim facility, several Commissioners now see that the Jefferson County plant could be located in several different places without affecting the neighborhood. Also, those being solicited for comment might not be the ones that would ultimately be adjacent to the plant.

Eileen Rogers asked if the flyer was also being sent to property owners. Christina Pivarnik confirmed that the Methodist Church and the property owner of the Hadlock Heights mobile home park would be included. She said the goal of this flyer was to be a little more proactive.

Bud Schindler asked how close the property owners are to the site and whether any houses are absolutely adjacent. Josh Peters responded that they are all large parcels, but no parcels are absolutely adjacent. He asked if the Commission would like to identify all surrounding property owners within a set distance in the event the Commission would like to extend the area. Bud Schindler suggested as an alternative the area where the least valuable property is, such as near where the old gravel pit is, so as to not take property that might otherwise be developed. Josh Peters clarified that the preferred alternative under discussion is the one listed in the sewer plan. He suggested inserting language that says this is part of the planning process, but clarifying that the plant could also be sited somewhere else. He agreed to see how many more properties could be effected if the perimeter were moved out 1/4 and 1/2 mile.

Tom McNerney also asked about the inclusion of a map indicating the preferred and alternate sites. Christina Pivarnik said no map exists currently, but it might be possible to include one. Currently, the flyer simply describes the area and gives street names.

Edel Sokol asked if as other sites are considered there would be separate mailings and solicitation for comment.

Tom McNerney explained his understanding that if the BOCC passes the Planning Commission's recommendation, it would then be forwarded to the Hearings Board. The County would then need to hire someone to do a site analysis for the most reasonable and practical place to locate.

Dennis Schultz proposed that the flyer state that this is one of three possible sites being considered.

Tom McNerney said it should also state that the Planning Commission, who would be holding the public hearing where public comment can be given, recommended this site.

Phil Flynn commented that if the plant could be sited in other locations, the notice should also be sent to those locations.

Jenny Davis responded that since this is the Planning Commission's recommended site, those are the citizens that should be notified. She suggested not mentioning other sites in the flyer at this time.

Tom McNerney agreed that it should state that while this is the preferred alternative, that could change. There appeared to be agreement that there was no need to mention other possible sites at this time.

C. Discussion on 2004 Comprehensive Plan Amendment Docket

Josh Peters explained the upcoming Comprehensive Plan amendment cycle and noted that the purpose of this annual review is to be able to analyze the cumulative impacts. He provided examples of potential applications for changes and distinguished between "site-specific application amendments," which have an associated application fee and "suggested amendments" or broader policy proposals. Although generally citizens can suggest amendments, this year, the County was not accepting site-specific applications from residents. Two site-specific recommendations (the Airport proposals) remained from last year because they were unable to be completed and are on the current docket as set by the BOCC months ago. Having completed the UGA process, Staff is now able to help the Commission proceed with the docket.

MLA04-27, Agricultural Lands Rezones. Josh Peters explained that the final step of the Ag Lands planning process begun early last year is a county-funded review of a batch of site-specific rezone applications. Once Karen Driscoll returns, in the second week in August, she will be working with the Ag Committee to try to finalize their recommendation to the Planning Commission, hopefully for presentation on August 24. In September, Staff would be coordinating other aspects of the docket in order to present the package and solicit public comment. The Planning Commission public hearing is tentatively scheduled for October 6.

MLA04-28, 2004 GMA Comp Plan Update. Josh Peters reviewed that this update of population and capital facilities information, which would be done on a Staff

level, is intended to satisfy State GMA requirements added since the last Comp. Plan amendment. He noted there are some Staff limitations to getting these updates accomplished. This package would also include discretionary updates such as the work being done by the Comp. Plan Committee to review policies and text for possible changes. Although the County does not have to update its Critical Area Ordinance, he provided a summary of Kitsap's update so the Commission would have an idea of some of the issues being discussed in the realm of critical areas protection.

MLA03-232 and MLA03-244, Airport Proposals. Josh Peters described two appeals that followed the County's adoption of the Unified Development Code. One related to a perceived lack of protection in the code for the Port of Port Townsend airport against encroaching incompatible uses in the vicinity. The County and Port were able to reach a settlement agreement that still needs work to implement. This would include some provisions for incompatible uses around the airport and provide notification on building permits and other things to property owners around the airport. A recommendation would be forthcoming after Staff confers with the Port's consultant in search for common ground. People for a Rural Quimper proposed a second amendment that would remove language related to an airport noise overlay district and take a different tactic to notify the public about the airport and prevent incompatible use and other policies related to industrial development at the airport. He noted that although the previous planning schedule (dated June 18) held two dates for an airport committee to review a preliminary proposal and discuss the issue for a later presentation and recommendation to the full Planning Commission, only the August 23 date remains due to Staff's need to prepare. He asked the Commission to consider whether to form an airport committee. With the completion of the UGA committee's work, Tom McNerney agreed to solicit members about this opportunity. Josh Peters noted that the public might also be interested in participating on this committee.

Tom McNerney said he understands that the Port and the People for a Rural Quimper have been meeting in an attempt to negotiate a settlement, which Gabe Ornelas and Ande Grahn said sounds promising, but the meeting has not occurred.

Josh Peters then distributed a summary of the Planning Commission's UGA recommendation and that of the Staff's recommendation, documents that would also go to the BOCC.

Tom McNerney opened the meeting to public comment. There was none.

Tom McNerney proposed that rather than enter ill-prepared into a discussion of the details of the Comprehensive Plan Amendments, the Commission get the materials inserted into their Comprehensive Plan Amendment book. He asked if Staff could provide a list of current proposals to ensure the Commissioners have their notebooks up to date and ready for review prior to the next meeting. Staff agreed to provide any material Commissioners believe might be missing.

D. Adjournment

Tom McNerney asked whether the Commission could reschedule to an earlier meeting any proposed Comp. Plan amendments other than the Ag Lands rezones. Josh Peters noted that the public hearing is scheduled for October and that Staff currently does not have information ready to present for the Commission's consideration. Tom McNerney proposed that the Commission receive

and discuss certain plan sections as they are completed and asked if preliminary copies of the Economic Development and Housing components could be forwarded to Commissioners for consideration at the August 4 Commission meeting. Tom McNerney agreed to meet with Edel Sokol and Kyle Alm to consider which elements to bring forward for discussion.

Phil Flynn expressed interest in better understanding the cost and benefit to the County as a whole of the Agricultural Lands rezone. Dennis Schultz said that while this analysis has not been done, he believes County agriculture currently contributes \$2-4 million a year. Given the trend toward high-value commercial agriculture, he sees this amount growing. Phil Flynn clarified that the Committee's work would help foster agriculture in the County and that what is being promoted is a huge step in helping this county develop an economic base. Dennis Schultz noted that a substantial number of the applications are from people who are just in the process of getting into commercial agriculture rather than those already established. There was Commission interest in whether there might be a study or financial model that would help project contributions to the local economy from agriculture versus that of other industry. Josh Peters suggested that Washington State University or the Economic Development Council might be better equipped to do such studies, but he believes it would be beneficial to find out if this contribution should be studied. It would be interesting to compare new projects that have come since the adoption of the code.

Tom McNerney thanked the UGA and Bylaws Committees for their work. He suggested that an airport committee might need to be created and agreed to talk with individual Commissioners to determine their interest in creating one. He would also consult with the Ag Committee to see if they would like to move to reviewing sections of the UDC that need to be rewritten. The other active committee is the Comp. Plan Committee.

The meeting was adjourned at 8:18 p.m.

E. Approval of Minutes

These minutes were approved this _____ day of August 2004.

Thomas McNerney, Chair

Cheryl Halvorson, Secretary