



JEFFERSON COUNTY

PLANNING COMMISSION

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JEFFERSON COUNTY PLANNING COMMISSION

Minutes for March 19, 2008

- A. Opening Business**
- B. Staff Update on UGA Process**
- C. Bylaws-Section 8**
- D. 2008 Comp Plan Amendment Applications**

A. Opening Business:

The meeting was called to order at the WSU Learning Center at 6:30 p.m. by Chair Peter Downey. Planning Commission members present were Peter Downey, Henry Werch, Bill Miller, Mike Whittaker, JD Gallant, Tom Brotherton, Barbara Nightingale, Patricia Farmer and Ashley Bullitt.

DCD staff present were Al Scalf, Director and Karen Barrows, Assistant Planner.

Chair Downey introduced the new PC members who briefly addressed the audience on their credentials. Chair Downey reviewed all the PC committees and asked the new members to think about what committees they would be interested in serving on.

Members of the audience who signed the guest list were Jim Jackson, Rose Hare, Robert Jackson and Connie Gallant.

The minutes for March 5, 2008 were approved as submitted.

Staff Updates:

Al Scalf stated that the Critical Areas Ordinance was approved and in effect on March 17, 2008 at 5:00 p.m. He stated this was a lengthy process and the PC met many times, did line in, line out and between the PC and the CAO committee they held fifty-one meetings. It took staff five days to get this ready to take to the BoCC for possible adoption. Mr. Scalf reviewed the adopting Ordinance, findings of fact, conclusions of law which includes 156 items and explained Exhibits A, B and C of the new Code. The PC members were also reminded of the AG exemption. The Ordinance will be printed in the Leader next week which opens up the 60 day appeal period. This will be posted on the County website right away and the time frame for monitoring would be within thirty days. Commissioner Werch would like to see an “ergonomic” user friendly guide and Mr. Scalf noted that DCD has checklists pending of areas to be addressed. A handout for the public will be available in the permit center within thirty days.

General discussion followed regarding the CASP’s and the prescriptive and how many applications will apply to the CASP which could vary greatly depending on the application. Commissioner Whittaker asked about grant funds for monitoring and Al Scalf stated we need better mapping.

Karen Barrows reported on the Port Ludlow Drainage District (PLDD). She stated we have met as staff and with the applicant/PLDD President. She stated that areas of agreement have been identified with respect and policy, and are zeroing in on possible code changes that may still be needed. Ms. Barrows described the areas of plan review and maintenance issues with the PLDD.

Karen Barrows reported on the Shoreline Master Program (SMP) and stated that Michelle McConnell will be providing a report to the PC within the next month after the revised draft is finished and it is posted on the County website with the latest information.

Al Scalf briefly reported on Les Powers (Port Ludlow resort redevelopment-land use) regarding his petition to the Western Washington Growth Management Hearings Board. The County asked for dismissal because it is not the correct venue for this situation. Ultimately this petition was dismissed but took many staff hours, legal review and briefings.

Karen Barrows reported on the No Shooting Area for Paradise Bay. An agenda request is before the BoCC for Monday, March 24, 2008.

Karen Barrows reported on the Signs Ordinance and at this point the agenda request for the BoCC is under legal review by David Alvarez.

Karen Barrows reported on the Adult Business issue. Joel Peterson is working on a letter to re-adopt the moratorium. Discussion followed with concerns about having endless moratoriums and applications for Adult Business establishments (which there are none). Commissioner Brotherton offered to do some research on this issue and report back to the PC.

Karen Barrows reported on the Housing Action Plan Network (HAPN). A letter has been addressed to the BoCC and the Port Townsend City Council outlining the top priorities of the group for 2008. A letter has been prepared requesting support from Senators Patty Murray and Maria Cantwell for Senate Bill 2523. The Port Townsend City Council have appointed and adopted a resolution establishing HAPN rules of operation. The BoCC will be asked to take similar action in the coming weeks. The County is initiating an effort to revise the process by which it identifies surplus county properties and makes recommendations on their future use. Chair Downey also appointed Barbara Nightingale to the HAPN committee.

Karen Barrows reported on the Brinnon MPR. There will be a staff meeting next week to discuss the calendar for the Supplemental Environmental Impact Statement (SEIS), the development agreement and zoning regulations. There have also been meetings with consultants.

Committee Reports:

Commissioner Miller stated there were two UGA meetings held for which he and Commissioner Whittaker received no notice of the meetings. He commented that Richard Johnson from Public Works stated they are not taking out 3 and 4 out of the UGA because it would be hard to add in later. General discussion followed and Commissioner Brotherton will serve on the UGA Committee.

Chair Downey reported on the SMP and the staff reports and consultant drafts. He stated new maps of shoreline designations are included and that there is a new aquatic resource

designation for lands important to shellfish and salmonid production. The tribes are concerned about bulk heading which could destroy habitat.

Commissioner Gallant reported on the Bylaws and stated he “tried to get something done” regarding his concerns about current email communication among PC members and proposed an amendment to the Bylaws Section 8 that would require future email communications be sent to the PC Chair to determine whether it should be distributed by email to the PC members. No agreement was reached among the Bylaw Committee members. He warned the PC members that constant emailing to the Planning Clerk is dangerous territory.

Chair Downey commented that a lot of email commentary has been inappropriate and that lobbying each other should be done in public, not private.

Commissioner Werch agreed with Commissioner Gallant in regards to goals and that emails cannot be a debate, a blog, etc and that we must be able to share informative material and feels the PC members can put together some guidelines.

Commissioner Gallant stated that the PC could suspend elements of the Bylaws, but not ignore them, wholesale, as has been done. Commissioner Whittaker stated he had a parliamentary review the procedures and that it was not reviewed at the Bylaw Committee meeting.

The issue was brought up regarding Bud Schindler’s Global Warming email. Chair Downey stated that he would have forwarded that information but not with Mr. Schindler’s comments.

Email discussion ensued regarding the fact that no one should edit an email and the PC secretary should send it out, private emails that are one to one are ok and well as phone calls. Karen Barrows reminded the PC that emails to staff are public record.

Chair Downey stated that we will keep working on the Bylaw email communication issue. He will take under advisement what Commissioner Gallant has brought forward and take this back to the Bylaws Committee and revisit now that the PC has three new members.

Public Comment:

Joel Peterson, Assistant Planner from Long Range was in the audience and addressed the PC in regards to the UGA and stated that we are planning forward and not backwards. He commented that with email meetings, one pitfall is a rolling quorum and how to stop those. He commented on the Industrial Land Bank (ILB) and the issues of how to catch up, proceed and move forward.

B. Staff Update on UGA Process:

Al Scalf reported that County staff have been meeting to discuss the UGA. He stated that the sewer facilities and the reduction of the boundaries are due by April. Alternatives are being considered; reduce boundary and he stated that the population and the boundary are related. On Monday, March 23, 2008 there is a request to the BoCC of an extension of the timeline on the compliance order from the HB. There is a July 17, 2008 deadline for minor issues and also a deadline for 2009. Al Scalf stated that the County has very complex legal issues and suggested the UGA Committee meet sometime soon regarding the February 8, 2008 HB compliance order.

Al Scalf discussed Richard Johnson's handout (Public Works) that was in the PC packet as it describes the Port Hadlock UGA Sewer Project partitioning, Wastewater Facility Plan Completion Schedule and the Port Hadlock UGA Preliminary Design draft Project Schedule. Al Scalf commented that this is a solid scope of work, schedule and budget.

C. Bylaws Section 8

This was discussed during Committee reports.

D. 2008 Comp Plan Amendment Applications

Karen Barrows reviewed the Comp Plan Amendment flow chart and the ten site specific amendments with the PC.

Site Specific Amendments are as follows:

MLA08-32, Dave Holland/Davos Capitol –Karen Barrows, planner. Property is located at corner of Hastings and Arabian Lane and the request is for up zone from RR 1:10 to RR 1:5.

MLA08-56, Gloria Brown Trustee – Ryan Hunter, planner. Property is located approximately one mile west of the intersection of Eagle mount and Center Roads and the request is for an up zone from CF 1:80 to RF 1:40 and RR 1:20.

MLA08-59, Keith Guise – Karen Barrows, planner. Property is located in Port Ludlow and the request is for an up zone from MPR (Master Planned Resort) single family tracts to Commercial.

MLA08-69, Jeffrey George – Ryan Hunter, planner. Property is located at South Edwards Road and the request is for an up zone from RR 1:20 to RR 1:10.

MLA08-73, James Jackson/Chimacum Heights LLC – Ryan Hunter, planner. Property is located in Chimacum and near Oak Bay Road and the request is for an up zone from CF 1:80 to RR 1:10.

MLA08-84, Dick Broders – Joel Peterson, planner. Property is located at Cleveland St, Port Hadlock and the request is for an up zone from RR 1:20 to RR 1:5.

MLA08-87, Robert Efird – Karen Barrows, planner. Property is located at South Marrowstone and the request is for an up zone from RR 1:10 to RR 1:5.

MLA08-93, Iron Mountain Quarry/Pope Resources - Joel Peterson, planner. Property is located three miles west of the Hood Canal and North of Highway 101 and the request for a Mineral Resource Land Overlay (MRLO).

MLA08-96, Michael Holland/Blue Moon Investments – Karen Barrows, planner. Property is located at intersection of Highway 104 and Shine Road and the request is for RR 1:5 to Rural Commercial which is a LAMIRD (Limited Area of More Intense Rural Development).

MLA08-101, Catherine Hendy – Ryan Hunter, planner. Property is located at Center Road in Chimacum and the request to go from Resource Based to Light Industrial.

MLA07-104, Jefferson County – Industrial Land Bank (ILB), suggested amendment carried over from 2007 - Joel Peterson, planner.

MLA08-98, Planning Commission – Side by Side/UDC inconsistencies suggested amendment.

MLA08-99, Planning Commission – Comp Plan/UDC Map suggested amendment.

Al Scalf commented on the amendments and what is coming up in the next few years. In 2004 the Comp Plan was formally updated and every seven years the County is required by the Growth Management Act (GMA) to update and review the effectiveness of our Comprehensive Plan. A new seven year update will be in December 2011 and in JCC Title 18 it mentions the Planning Commissions periodic assessment. This means that in November of 2010 (one year preceding the seven year update) the PC needs to start working on the Comp Plan similar to the side by side suggested amendment MLA08-98.

Al Scalf stressed strongly about the UGA process and that there is talk and consideration to move the seven year PC assessment up one year earlier to 2010 to match the Comp Plan to make the twenty year sewer plan from 2010 to 2030. This way the planning cycle and sewer plan cycle get the maximum.

Discussion followed regarding MLA08-98 and whether it should be done now or during the 2009 periodic assessment. The PC will work on this informally and Chair Downey asked Commissioner Whittaker to bring forward more information on the suggested amendment.

Discussion followed regarding MLA08-99 and Chair Downey commented that it is ultimately up to the BoCC to decide if they would want the PC to approve doing this

suggested amendment and would like to know if the BoCC would want this to go forward.

It was decided that the PC regular meeting for April 2, 2008 would be cancelled and that a special meeting would be held on April 9, 2008 as a joint workshop with the BoCC to hear presentations by the applicants on the 2008 site specific Comp Plan amendments.

It was decided that at the PC regular meeting on April 16, 2008 to also hold a public hearing regarding the 2008 Comp Plan amendments preliminary docket on the suggested amendments only. Then the PC would deliberate and make a final recommendation to the BoCC on the three suggested amendments for the final docket. This would then go into the BoCC packet along with the staff report for a final decision on May 12, 2008.

General discussion among the PC and staff followed regarding the other UDC Amendments that are not yet complete. Questions on how to fit them in an get done along with all the other projects that long range is doing and also time for the PC to address.

Commissioner Whittaker questioned what the PC budget for last year was and how much was spent and what the budget is for 2008. Al Scalf responded that he did not have that information with him but he stated the PC budget for 2008 is about 40k. Commissioner Whittaker would like to attend some planning seminars this year and asked about getting a subscription to the American Planning Association newsletter for the PC to read. Al Scalf stated he would bring the PC budget to the next meeting to discuss after the joint workshop with the BoCC.

Chair Downey thanked Commissioner Gallant for his time served on the PC as this is his last meeting. Commissioner Gallant is vacating his position to pursue other interests.

The meeting was adjourned at 9:24 p.m.

These minutes were approved this _____ day of May, 2008.

Peter Downey, Chair

Jeanie Orr, Secretary