



## **JEFFERSON COUNTY**

### **PLANNING COMMISSION**

621 Sheridan Street  
Port Townsend, WA 98368  
(360) 379-4450

#### **Minutes for Wednesday, August 19, 2009**

- A. Opening Business**
- B. Staff Briefing on:**
  - **2011 Comprehensive Plan Update**
  - **2009 Annual Comprehensive Plan Amendment Proposals (1)**
  - **Irondale/Port Hadlock Urban Growth Area (UGA) Compliance & Sewer Planning Project**
- C. Adjournment**

**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, Bill Miller, Richard Hull, Henry Werch, Tom Giske, Tom Brotherton, Patricia Farmer. Ashley Bullitt was absent.

DCD staff present: Joel Peterson & David Wayne Johnson, Associate Planners.

Two (2) members of the public signed the guest list.

**Approval of Minutes:** The minutes for June 17, 2009 were approved as submitted.

**Staff Updates:** Joel Peterson read a report from Associate Planner Michelle McConnell:

**SMP Staff Update to Planning Commission**

The *Planning Commission Final Draft SMP Recommendation* was presented to the Board of County Commissioners on August 3, is posted online, and hard copies are available at the DCD Front Desk, County Library in Port Hadlock, and Clallam Library in Forks. A copy is in the PC meeting packet tonight.

A formal comment period opened today (8/19) with public comment now being accepted by the Board until the close of the public hearing scheduled for September 8 (6:00 pm at Superior Court Room, County Courthouse, 1820 Jefferson St. in Port Townsend). Written comments should be sent to the Board at:

- BoCC – SMP Comments, PO Box 1220, Port Townsend, WA 98368 or
- [jeffbocc@co.jefferson.wa.us](mailto:jeffbocc@co.jefferson.wa.us).

The DCD staff recommendation with line-in/line-out revisions will be released this week and presented to the Board next Monday 8/24.

An open house is being planned to immediately precede the public hearing on September 8. A BoCC workshop on the SMP is being planned for September 2 at the Superior Court Room, following the joint meeting with the Planning Commission on the 2009 Comp Plan Amendment Cycle. Details will be announced once finalized.

The Board is scheduled to deliberate the SMP on September 14, 21 and 28 in preparation for approval by resolution and submittal to Ecology by October 30. Planning Commission member and the public are invited and encouraged to attend these events. Interested parties can join an email distribution list by contacting Michelle McConnell at [mmcconnell@co.jefferson.wa.us](mailto:mmcconnell@co.jefferson.wa.us).

Commissioner Giske commented that the meeting scheduled for September 2<sup>nd</sup> will be modeled after one earlier in the year where the PC, BoCC and public held a “workshop” type format. He also noted the Staff Recommendations should have been released today.

**Committee Reports:** None. UGA will be addressed later tonight.

**B. 2011 Comprehensive Plan Update Staff Briefing:**

Joel Peterson read a report from Planning Manager Stacie Hoskins:

**2011 Comprehensive Plan Update**

The Jefferson County Comprehensive Plan (Comp Plan) was adopted in 1998 in accordance with the Washington State Growth Management Act (GMA; RCW 36.70A). The GMA requires periodic Comp Plan review every seven (7) years to ensure consistency with legal requirements. The Comp Plan was last updated in 2004, with our next update due in 2011. This update is a review of both the Comprehensive Plan and the Unified Development Code (Title 18 of the Jefferson County Code).

The process to update a Comp Plan is review current conditions, population trends, existing land use, trends of change and the existing goals, policies, strategies and implementing regulations for topics including:

- Land Use
- Housing
- Capital Facilities
- Utilities
- Rural
- Transportation
- Economic development
- Parks and recreation
- Shorelines
- Essential public facilities
- Environment

The 2011 Update is processed as an annual Comprehensive Plan Amendment, and the public process will begin in the spring of 2011.

DCD Staff anticipates the Planning Commission will create a committee to begin review in spring of 2010 to bring forward a proposal to the full Planning Commission in spring of 2011.

The Washington State Department of Commerce (formerly CTED and now “Commerce”) provides checklists to guide the review process. DCD staff will apply for grant funds to partially assist the department in this review.

Chair Downey commented that he would like more direction from the BoCC regarding the update. He expressed an interest to have a common understanding of major policy concerns and vision from the very start. He also noted the PC is overdue for a joint meeting with the City of Port Townsend Planning Commission.

Commissioner Werch asked Staff if they had been keeping a checklist of items to be updated so that we don’t start from zero. Joel Peterson responded in the affirmative.

Commissioner Giske commented that there should be a workshop meeting on this topic too.

Commissioner Brotherton concurred and thought the public should be included in that initial process. Maybe we could use the internet and have a survey conducted online. We should also start this off on a collaborative basis by Staff & Planning Commission working together from the very beginning.

Chair Downey proposed that balance within the level-of-effort be established throughout the Comprehensive Plan update effort.

Commissioner Werch added that the CP is a big document, but doesn't have the same demand of detail as implementing regulations.

Joel Peterson pointed out that the County needs to work with the City & Port in the Joint Growth Management Committee to re-establish population allocations, etc.

Chair Downey proposed getting together more frequently with the City planning commission as previously planned.

## **B. 2009 Annual Comprehensive Plan Amendment Proposals (1)**

David Wayne Johnson presented an update on status of the 2009 Annual Comprehensive Plan Amendment process:

- MLA09-64 Graham rezone from R5 to Ag has been withdrawn
- Confirmed PC members have the Preliminary Docket with complete application materials
- One remaining site specific amendment – Port of Port Townsend - Airport
  - Up-zone from R10 to AEPP for 8-10 small-scale “eco-friendly” light industrial manufacturing
  - Requires UDC text amendments as well as the rezone map change
  - 24 Acre site includes EJFR station – meeting with DCD & PW
  - Traffic concerns – PW Transportation plan to include analysis of proposals impacts
  - Staff Report to be finished by September 2<sup>nd</sup>

September 2<sup>nd</sup> will be joint workshop with the BoCC on CPA to be tentatively held at Superior Court. Applicant will present their proposal, which will hopefully be comprehensive enough to give a good understanding without having to visit the site.

Chair Downey & Commissioner Werch discussed where the fire district will be located and traffic generation issue.

### Brinnon MPR Side Discussion:

Commissioner Farmer asked if Statesman is still enthusiastic. D.W. Johnson stated they are still committed. Commissioner Werch recalls one of the strong reasons driving approval of the [BMPP] was that although the process at that stage didn't address all the [environmental impact] details of the project, that they would be dealt with specifically later. “Are they being addressed now?” D.W. Johnson stated they are being addressed now.

**B. Irondale/Port Hadlock Urban Growth Area (UGA) Compliance & Sewer Planning Project**

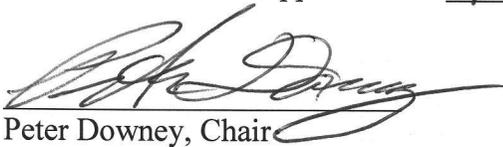
Joel Peterson presented a slideshow presentation outlining 1) UGA history and background, 2) Port Hadlock Wastewater Facility update and 3) current UGA Compliance Order, process, timeline and calendar, and proposed compliance remedy. A packet of materials was provided for past compliance action in MLA09-24: Irondale/Port Hadlock UGA Compliance Action WWGMHG Case Nos. 04-2-0022 and 07-2-0012 proposal to amend the Jefferson County Comprehensive Plan and Unified Development Code.

**Public Comment:** One citizen (Dr. Joyce Murphy) stated that the State says commercial entities can have interim septic systems, while Jefferson County is not allowing her commercial property to be supported with interim septic.

**C. Adjournment:** The meeting was adjourned at 8:08 p.m.

**Approval of Minutes:**

These minutes were approved this 4 day of November, 2009.

  
Peter Downey, Chair

  
Michelle McConnell, LRP Lead