



JEFFERSON COUNTY PLANNING COMMISSION

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MINUTES for WEDNESDAY, NOVEMBER 17, 2010

- A. Opening Business**
- B. Presentation: Unified Development Code (UDC) Amendment**
(MLA10-349; Expansion of Public Purpose Facilities)
- C. Discussion: 2011 Planning Commission Work Plan**
- D. Adjournment**

A. Opening Business:

Call to Order: The meeting was called to order at the WSU Learning Center at 6:30 p.m., Chair Peter Downey presiding.

Roll Call & Quorum: Planning Commission (PC) members present were:

DISTRICT 1		DISTRICT 2		DISTRICT 3	
-	VACANT	✓	Henry Werch	✓	Tom Giske
✓	Bill Miller	✓	Patricia Farmer	✓	Tom Brotherton
-	VACANT	✓	Peter Downey	✓	Richard Hull

A quorum was present upon completion of Roll Call.

Department of Community Development (DCD) staff present: Michelle McConnell and Joel Peterson, Associate Planners.

There were two (2) members of the public in attendance.

Approval of Past Minutes:

The minutes for August 4, 2010 were approved as presented by majority vote with two abstentions (5-0-2).

Staff Updates:

Associate Planner Michelle McConnell informed the group of the following items:

1. Mystery Bay Mooring Buoy Moratorium – Another six-month moratorium on new mooring buoy permit applications for Mystery Bay will be considered by the Board of County Commissioners (BoCC) on Monday, November 22. The intent is to wait for the new Shoreline Master Program (SMP) to be adopted.

Chair Downey asked if the Governor’s recent order suspending rulemaking would affect the SMP process. Associate Planner McConnell reported that there has been no indication of such from WA Department of Ecology (Ecology).

2. SMP Update – BoCC will give final comments on draft Responsiveness Summary prior to submittal to Ecology, anticipated by the end of the month.
3. 2011 Planning Commission Budget – preliminary proposed budget is included in meeting materials packet. Total request is \$33,490, down 2% as requested.
4. Unified Development Code (UDC) Amendment re: Sexually Oriented Businesses (SOBs) – No BoCC action to date; staff has renewed the moratorium on new applications in light of additional review needed; Staff will bring the issue back to Planning Commission for additional input. Business licensing is key issue of concern;
5. Planning Commission Vacancies (District 1) – One applicant to date, Gary Felder, present in audience; County Administrator has directed staff to re-advertise to review a larger pool of applicants. Staff has contacted local newspapers to determine level of interest in running an article about Planning Commission to entice more applicants; Charlie Bermant is new reporter for Peninsula Daily News (replacing Jeff Chew) and has indicated some interest.

(6:45 p.m.)

Associate Planner Joel Peterson informed the group about:

1. Irondale/Port Hadlock Urban Growth Area (UGA) Sewer Project – Handout provided about ‘Land Acquisition Steps and Timeline’; Seeking \$10M from Public Works Trust Fund for facility design and construction; Timeline is a bit off; appraisal and survey work is pending;

Some question & answer group discussion ensued, including:

- How much of the project can happen without the \$10M.
- Wetland delineation work.
- Section 106 coordination with area tribes.
- ‘Just compensation’ term
- Gant chart for whole project
- Low impact development
- Property owner funding of sewer system w/o water

Associate Planner McConnell also informed the group about the rest of the contents of the meeting materials packet.

Chair Downey noted that he would meet with the BoCC to further discuss submitting comments on Ecology’s proposed rule changes regarding aquaculture.

(7:08 pm)

Committee Reports:

- Commissioner Patricia Farmer noted recent efforts of the Housing Action Plan Network (HAPN); Habitat for Humanity outreach and work in Quilcene; more information to report at next meeting.

Chair Downey asked for an update on the joint City/County Climate Action Committee. Associate Planner McConnell offered to bring an update to the next meeting.

(7:11 pm)

B. Presentation: Unified Development Code (UDC) Amendment

Associate Planner Peterson presented information about MLA10-349 regarding Expansion of Public Purpose Facilities (PPF). He provided several handouts:

1. Application packet submitted by Jefferson County Library
2. Copy of slideshow presentation
3. Public Purpose Facilities Defined
4. Comprehensive Plan Chapter 12, Capital Facilities – Types of facilities in Categories A, B, and C; with additional pages re:
 - a. Library Capacity & Level of Service Standards – graph
 - b. Projected County Library Use based on Historical and Current Door Count Data – graph
 - c. Summary of Jefferson County Nonconformity Regulations - chart

He then began his slideshow presentation intending to start with some specifics and then cover some more general issues. The group requested information in the reverse order, general first, then specifics. Topics during the group discussion included:

- Why library location zoned residential in ’92 when library was built in ’87

- Ratio of square footage to population – accuracy and appropriateness
- Meaning of 2010 figures on chart – projected door counts vs. past data
- Increased degree of non-conformity vs. development intensity
- Is residential zoning at location a scrivener's error to be fixed
- Effect of zoning change on library expansion
- Comprehensive Plan (Comp Plan) Element 9.2 – essential public facilities; Comp Plan Element 12 - public purpose facilities
- Benign vs. detrimental non-conformity

(8:17 pm)

County Library Director Ray Serebrin provided the group an overview of the Library's history, services and expansion plan.

(8:38 pm)

Break

(8:49 pm)

C. Discussion: 2011 Planning Commission Work Plan

Associate Planner McConnell reviewed the handout with known projects for the remainder of 2010 and anticipated for 2011.

Chair Downey noted the group may want to consider classifying and designating aquaculture lands, similar to agriculture lands.

(8:53 pm)

Commissioner Tom Brotherton showed a short six-minute video of a young girl addressing an international audience in Rio de Janeiro, a PDF document "A Net-Zero Fossil Fuel Use Home Case Study" with focus on Table 5 on Page 23, and an Excel worksheet handout with figures comparing a standard-built home with a 'net zero' home. He encouraged the group to consider working more on environmental issues, noted the need to find more local opportunities for reducing CO₂ emissions and making greener buildings. He states he wants to be more proactive. Topics during group discussion included:

- Consider making UGA building requirements more 'green'
- Regulations vs. incentives
- Habitat for Humanity partnership
- New International Building Code
- Interweave energy saving techniques into Comprehensive Plan
- Invite PUD to present to PC
- Invite WA Department of Commerce and WSU Energy Office to present to PC
- Invite solar installers and local builders
- Plan for climate change effects such as sea level rise, ocean acidity, water supply

Commissioner Brotherton proposed an Environment Committee develop a list of goals over the next six months.

- HAPN wants to present to civic groups about 'how to help'
- Is there adequate staffing for another committee

- Perhaps an exploratory group to bring ideas to PC?
- Review PC mandate and BoCC priorities
- Need to mesh into Periodic Assessment for 2014 Comp Plan Update
- Explore incentives not more regulations
- Look at retrofitting/remodels vs. new builds
- Individual research to bring information back for PC consideration reduces risk of conflicts with Open Public Meetings Act

Observer Comment:

Gary Felder of Port Townsend noted the diversity of opportunity is almost endless, not that we can do much about it.

Next Meeting- December 1:

1. UDC-PPF Staff Report presentation
2. UDC-PPF Public Hearing

D. Adjournment: The meeting was adjourned at 9:30 p.m. by unanimous vote.

Approval of Minutes:

These minutes were approved this 2ND day of March, 2011.


Peter Downey, Chair


Michelle McConnell, LRP Lead