

**JEFFERSON COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA REQUEST**

**TO:** Board of County Commissioners  
Philip Morley, County Administrator

**FROM:** Al Scalf, Director, DCD  
Stacie Hoskins, Planning Manger, DCD *SH*  
Zoe Ann Lamp, AICP, Associate Planner, DRD Lead *ZAL*

**DATE:** May 23, 2011

**SUBJECT:** Sunfield Fee Waiver Request

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**STATEMENT OF ISSUE:**

Sunfield requests waiving fees for a binding site plan application as provided for in Resolution 74-95. See the attached request received by DCD on May 9, 2011.

**ANALYSIS/STRATEGIC GOALS :**

A Type III Conditional Use Permit was issued on June 26, 2006 to Sunfield for phased development for a private, non-profit pre-kindergarten and elementary school and educational facility. The permit expires on June 26, 2011. In the event Sunfield could not complete the development approved through the conditional use permit process, the hearing examiner conditioned the permit to allow Sunfield to apply for a Binding Site Plan in order to vest the remaining development of each phase prior to expiration of the conditional use permit.

On July 20, 2010 Sunfield applied for a Preapplication Conference to understand the application and review process for a Binding Site Plan. The preapplication conference was held on August 4, 2010. At this meeting staff informed Sunfield the fees due at the time of application for the binding site plan would be \$7,483.00. Subsequently, staff has met with Sunfield representatives several times at no charge to Sunfield to answer questions to assist Sunfield in applying for the Binding Site Plan. In addition, staff spent approximately three hours researching and preparing this agenda request for the fee waiver.

Resolution 74-95 outlines approval criteria:

- 1) There is substantial public interest and benefit in the project or activity to the degree said project or activity could be a County project or activity, but is not because an alternative method for the project/activity was found.

*Staff Analysis:* As outlined in their request, Sunfield's activities enhance existing local school programs and community programs. There is no question Sunfield contributes to the community in many ways and is a great asset to the county. Historically, Jefferson County projects relate to public infrastructure, public health, parks and recreation, law and justice, etc. Development of schools has been the responsibility of the public school districts or nongovernmental entities (e.g., churches, Sunfield, Swan School).

2) Any and all similar requests will receive the same approval regardless of the person or organization requesting the waiver.

*Staff Analysis:* Brinnon, Quilcene and Chimacum School Districts have applied for and received permits through the Department of Community Development. Requests for waiving fees have been received over the years; however, staff is unaware of any that have been granted.

3) A corresponding amount from a Fund, to be designated by the Board of Commissioners at the time of approval, will be transferred to the Department where the fee is waived.

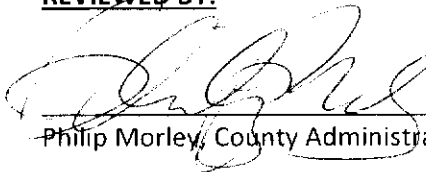
*Staff Analysis:* If this request is approved, the Board of County Commissioners in conjunction with the County Administrator will determine which Fund will be used to transfer money to DCD.

**FISCAL IMPACT:** If approved, a total of \$7,550.00 should be transferred to the Department of Community Development (\$7,337.00 for review of the Binding Site Plan and \$213.00 for three hours of review for this fee waiver request). If review time exceeds \$6,816 (96 hours), additional time would be billed at \$71.00 per hour.

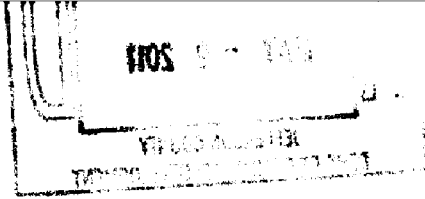
Environmental Health fees and Department of Public Works fees have not been addressed in this request. Environmental Health fees due at application submission are \$146.00. The Dept. of Public Works bills for their time prior to final plat approval and consequently that amount is yet to be determined and is not a part of this request.

**RECOMMENDATION:** As stated above, Sunfield is an asset to Jefferson County and contributes positively to the community as a whole. The request does not meet the criteria established in Resolution 74-95 and consequently staff must recommend denial of the fee waiver.

**REVIEWED BY:**

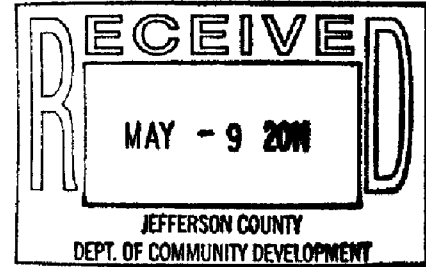
  
Philip Morley, County Administrator

5/19/10  
Date



May 5, 2011

Zoe Ann Lamp, AICP  
Associate Planner, DRD Lead  
Jefferson County, Dept of Comm. Development  
621 Sheridan St.  
Port Townsend, WA 98368



**RE: Binding Site Plan Fee Waiver Request**

Dear Zoe,

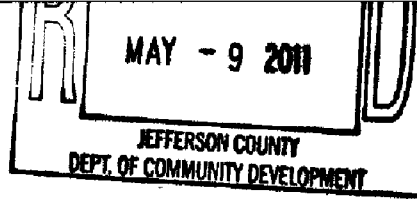
Sunfield Education Association, a not-for-profit 501 (c) (3) organization, respectfully requests a waiver, in whole or in part, of the fees attendant to our Binding Site Plan (BSP) submission due before June 26, 2011, in accordance with the specifications outlined in our June 26, 2006 Conditional Use Permit (CUP) approval.

As a nonprofit corporation, dependent on contributions from supporters in the community, we, like other non profits, are feeling the effects of our down economy. The fee for submission of our BSP is a harsh one for us at this particular time.

We feel that the scope of our project and activities is of sufficient public interest and benefit, and addresses the needs of such a wide spectrum of constituents, that this request is warranted. The following are some of the ways we have contributed to improving the welfare of Jefferson County residents in the past nine years, with just a fraction of our goals met.

**1. Sunfield has contributed to the economic viability of Jefferson County in the following ways:**

- Winning a \$250,000 three year USDA grant in 2005 which enabled the development of our farm and community education programs. This influx of funding from outside the community was a boost to our local economy, with most spent on contractors, material, and staff.
- Bringing to Jefferson County 20 households; families who have moved here in the past six years to have their children attend Sunfield Waldorf School.
- Adding 24 children to our local public schools: these are the older siblings of Sunfield students in families who relocated here for our school.



- Attracting families whose parents are entrepreneurs, people who have built new local businesses, who support local programs and who are committed proponents of buying local goods and services.
  - Contracting almost exclusively with local professionals and businesses as we build the school and develop the farm and community education programs.
  - Employing 16 permanent staff members, including 4 full-time faculty, 5 part-time faculty, 1 farmer, 4 part-time administrative staff, and 2 part-time teaching assistants. Payroll for the 2009-10 school year was \$291,385.
  - Being a founding member and sponsor of the Jefferson Land Works Collaborative, a network of organizations working to keep our rural landscape economically viable. Landowners are offered a variety of tools to assist them in business planning, resource conservation, education, technical assistance, and marketing.
  - Providing first-time job training experience for 24 teens through our summer employment SOL project.
  - Promoting education tourism in Jefferson County by hosting our annual Third Grade Plough Day Jamboree which brought 81 children and 26 adults to our community from the greater Puget Sound for two days and a night. More such visits are forthcoming as our farm serves as a magnet for regional field trips.
  - Providing a seasonal destination with our annual farm tour and Pumpkin Patch. This brings more tourism dollars to Jefferson County.
  - Providing agricultural education to 22 farm interns and apprentices who move here from other regions. They shop locally while living here and some of them relocate here permanently.
  - Attracting AmeriCorps members to do service on our farm. We currently have 10 AmeriCorps members who serving on our farm for 8 weeks. These are 18-24 year olds who frequent restaurants and entertainment venues during their off hours and week-ends, again helping our local businesses
2. **Sunfield hosts a variety of programs and groups** whose clients or members are learning about agriculture, livestock care, wetlands protection, sustainability of forests, and hand work through their interactions with our farmers, faculty and students. Examples:
- Our biggest impact is with visiting students, who come for farm-day visits from public schools in Chimacum and Quilcene. In 2009-10 we hosted 20 classes with 350

children, teaching them about making compost, sowing seeds, weeding, harvesting, caring for animals, working with wool, and enjoying and protecting the land.

- Our farm is a place where youth from Gray Wolf Ranch and Jefferson Juvenile Services can help our farmers, either voluntarily or as they work off mandated community service hours. Gray Wolf clients have been volunteering here for the past 9 years, Juvenile Services clients for the past 3 years. These youth have a positive experience doing productive work around caring adults, helping them change the way they see themselves from kids in trouble to contributors to the common good.
- 4-H Shepherds Club is a month long summer camp teaching 9-13 year olds how to work with goats and sheep, culminating in showing animals at the County Fair. This year will be our 4<sup>th</sup> offering this program.
- Youth aged 7-13 participate in Wilderness Classes, learning outdoor skills and respect for the land and wildlife.
- We are collaborating with the newly formed Ravenswold Community for Developmentally Disabled adults. Their members, as well as clients from Concerned Citizens, are hosted here on a weekly basis, engaging in meaningful volunteer work alongside their coaches, our farmers and other volunteers.
- Our vision is to significantly increase the community education part of our work, encouraging the use of our facilities for classes taught by community members to other community members, adults and children.

**3. We also:**

- Participate in the new FIELD (Farmer Innovation, Education and Leadership Development) Program which provides interns the opportunity to study sustainable agricultural enterprises and community-based production systems at several diverse farms in the Port Townsend area.
- Generously and consistently have donated to the Tri-Area and Port Townsend food banks for the past 5 years.
- Provide free CSA (Community Supported Agriculture) shares through our Food Share initiative.
- Partner with WSU Extension, have participated in agricultural research here and will continue to do so.
- Participate (for the past 3 years) in the Plant-a-Thon coordinated by the Northwest Watershed Institute. This year 50 Sunfield children and adults joined 200 others

and together we planted 5,000 trees along Tarboo Creek on the Tarboo Wildlife Preserve. This is a salmon restoration project.

Sunfield provides a viable educational alternative for local families. We bring students and families to this county from other parts of the country. We are also a feeder school for local high schools, in turn increasing their economic viability.

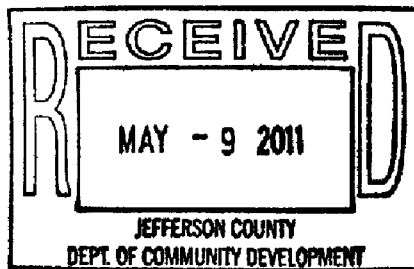
Most importantly, Sunfield has taken 81 acres slated for high intensity development and protected it under a conservation easement as a low impact development with thriving wetlands, pastures, meadows and 26 acres of protected forest. This provides, in perpetuity, an educational site for learning about sustainability and protection of natural environments for current and future generations.

Sunfield is aware that our request will have an impact on the DCD's budget. We believe this will be mitigated not only by the sum of permits already applied for and approved (\$10,056.58), but even more so by significantly larger amounts of permit fees coming to the County as our permanent buildings come on line. We are launching a capital campaign this fall as we begin the next phase of our project. As we continue to manifest the vision approved in the CUP and outlined in the BSP, we continue to support the economic viability of our Jefferson County community.

Thank you for considering this request to waive BSP application fees.

Sincerely,

*Jake Meyer*  
Jake Meyer  
Organizational Director



*Sunfield Farm and School, also known as Sunfield Education Association, is a 501 (c) (3) non-profit, tax-exempt, private corporation. Donations are deductible to the full extent of the law.*