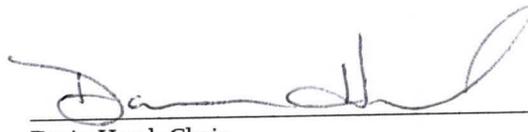


PLANNING COMMISSION

SUMMARY MINUTES

JANUARY 13, 2020

APPROVED AS WRITTEN

A handwritten signature in black ink, appearing to read "Darin Hand", is written over a horizontal line.

Darin Hand, Chair

APPROVED WITH NOTED
CORRECTIONS

Chair

**ISLAND COUNTY
SUMMARY MINUTES
COMMISSIONER’S HEARING ROOM, COUPEVILLE, WA
JANUARY 13, 2020**

	Members Present	Members Absent
District 1		Kristen Stavros
	Margaret Andersen – Vice Chair	
	William Criswell	
District 2	Darin Hand – Chair	
		Wendy Shingleton
		VACANT
District 3	Beth Munson	
		Tracy Gilroy
	Ray Koladycz	

Meeting was called to order at 2:00 p.m. by Chair Hand.

ROLL CALL

Beth Munson, Ray Koladycz, Darin Hand, William Criswell, Margaret Andersen

Planning and Community Development staff present: Meredith Penny; Long Range Planner,

Public Works staff present: Connie Bowers; Assistant County Engineer

PUBLIC COMMENTS

Sky Rudle 5247 Crawford Rd (Airport Owners) stated he has become aware that plans are being developed on the new Crawford Road access, and has concerns regarding the project. He says he expects that as the “airport owners” they are critical stakeholders in the matter, and should be included in the process.

Darin Hand, Chair stated that the topic is on the agenda as a workshop item after the hearing, and that Island County Public Works will be conducting a presentation at the workshop where Mr. Rudle can present his concerns and ask questions.

DIRECTOR’S REPORT

Meredith Penny, Long Range Planner stated that there is no Director’s Report, but that there will be a new Planning Commission member for District 2 joining them at the next meeting, and that the Board of Commissioners has hired a new Planning and Community Development Director, Jessica Carpenter. She will be coming to us from WSDOT (Washington State Department of Transportation) and will be starting January 21, 2020.

CONTINUANCE OF PUBLIC HEARING

- Continuance of Public Hearing from December 9, 2019 to consider a recommendation regarding amendments to the Island County Comprehensive Plan, Chapter 10B, Capital Improvement Plan, including minor edits and revising the public input and adoption schedule (Section 10B.2)
- Connie Bowers, Assistant County Engineer explained the steps taken to date to amend and edit the Capital Improvement Plan.
- Discussion ensued regarding the Planning Commission's level of review and involvement in the development of the Capital Improvement Plan prior to County Commissioner final approval.

Vice Chair Andersen requested that Chair Hand email the Board of Commissioners confirming whether the CIP/Findings of Fact have been proposed to the Planning Commission "by their direction". In order to prompt the Board of Commissioners to revisit this topic and make sure they are still providing the same direction.

Chair Hand agreed to email the Board of County Commissioners, as requested by Vice Chair Andersen.

Planning Commissioner Munson motioned to suspend voting until after the Chair has discussed the Findings of Fact with the Board of County Commissioners. Vice Chair Andersen seconded, motion passed unanimously.

WORKSHOP ITEMS

Connie Bowers, Assistant County Engineer for Public Works, presented information regarding the Whidbey Airpark Access Economic Development Study Results.

Chair Hand asked Mr. Rudle if he would make his comments at this time.

Sky Rudle made comments on the development of the Crawford access road, and sited various information regarding airport compatibility criteria.

Meredith Penny, Long Range Planner, continued discussion from the Planning Commission's 12/9/19 meeting on the proposed changes to Island County Code developed through the Housing Code Audit, as a part of the Housing Element Implementation Plan.

Ms. Penny reiterated the proposal of allowing boarding homes to be established as a permitted use in the Rural Residential zone, subject to the following criteria:

- Limit boarding homes to a maximum of 5 bedrooms, and maximum occupancy of 10 boarders.

- One common kitchen facility would be provided for the boarders, but individual ordering of food orders would not.
- Bathrooms should not exceed a ratio of 1 bathroom for every 3 boarders, and a responsible caretaker or primary care manager would be placed in charge of the boarding home; answerable to the owner for any violation of the provisions of this or any other ordinance.
- The manager could reside onsite but would not be required to do so.
- Each boarding home would be considered one (1) dwelling unit for the purpose of density calculations.
- Boarding homes would not be considered transient accommodations as defined in the WAC indicating that boarders would be limited to stays of 30 days or more.
- Thirty (30) days or less would be considered transient accommodations such as hotels/motels.
- Boarding homes would be subject to a yearly permit renewal and inspection.

The provision would reduce the impact in neighborhoods where this might be sited.

Discussion ensued regarding provisions suggestions, and recommendations.

Other proposed changes included adjustments to the Freeland zoning code to make sure it is consistent with other proposed uses and changes, allowing boarding homes in the medium density/business village district of Freeland, and adjusting the terminology for ADU (Accessory Dwelling Units) in the Freeland Code to keep consistent with ICC 17.03.

Accessory living quarters would be attached ADUs, and Guest cottages would be detached ADUs.

Meredith Penny, Long Range Planner indicated that she will draft a new proposal/recommendation with all the suggested changes from the Planning Commission and forward them to the Board of County Commissioners for review asking for their comments/suggestions and proceed with a Public Hearing on the changes.

Commissioner Munson moved to Adjourn, Commissioner Koladycz seconded, motion carried unanimously.

Meeting adjourned at 3:28 p.m.

Respectfully submitted by: Lourdes Shuart