

**ISLAND COUNTY  
PLANNING COMMISSION SUMMARY MINUTES**

**OF**

**REGULAR MEETING**

**March 22, 2021**

**– VIDEO ONLY via STARLEAF –**

**CALL TO ORDER:**

(Recording timestamp: 00:00:03/01:12:25)

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

**ROLL CALL:**

(Recording timestamp: 00:00:19/01:12:25)

**Present:**

District 1 – Commissioners Margaret Andersen, Kristi Lovelady, William Criswell

District 2 – Commissioners Darin Hand (Chair), Joseph Busig

District 3 – Commissioners Steve Schwalbe (Vice Chair), Beth Munson, Tracy Gilroy

**Delayed Arrival:**

None

**Absentees:**

None

**Planning & Community Development Staff Present:**

Jonathan Lange, Assistant Planning Director; Meredith Penny, Planning Manager; Grant Johnson, Long Range Planner; John Lanier, Long Range Planner; Jana Raasch, Program Coordinator

**APPROVAL OF MINUTES:**

(Recording timestamp: 00:01:27/01:12:25)

Chair Hand announced no minutes were presented to approve at this meeting so this function was bypassed.

## **ITEMS FROM THE PUBLIC– UNRELATED TO TOPICS ON THE AGENDA**

(Recording timestamp: 00:01:42/01:12:25)

Chair Hand asked for public comment for topics not on today's agenda:

Ed Delahanty – Looking for clarification and contact person to speak with on why Admirals Lagoon is classified Natural. Hand instructed Mr. Delahanty to hold this question until the Work Session portion of today's Agenda.

Commissioner Gilroy asked the Planning Commission whether the Transportation Improvement Program (TIP) would be discussed prior to April 30, 2021 and if the Planning Commission should get involved in any way for informational benefits. Chair Hand handed floor to Penny. Penny explained the TIP is under the Public Works department and doesn't formally come to the Planning Commission for approval. However, items on the TIP that are substantial or relevant to land use, planning, and zoning could be brought to the Planning Commission for discussion. Penny will reach out to Public Works to request a Planning Commission briefing from the Transportation Planner on the TIP.

## **DIRECTOR'S REPORT**

(Recording timestamp: 00:06:30/01:12:25)

Jonathan Lange, Assistant Planning Director, announced he is filling in for Mary Engle, Planning Director. Lange introduced and welcomed John Lanier, the new Long Range Planner. Lange gave briefing on actions to correct some deficiencies within the FEMA compliance programs. Currently working on updates to the Flood Damage Prevention Ordinance and Code Compliance Ordinance to provide a civil process for the handling of FEMA compliance issues, rather than a criminal process. Lange noted that in order for the County to come out of its probationary period for FEMA flood insurance, the County must show progress toward compliancy of non-conforming properties within FEMA's timeline. Therefore, staff will present updated code language straight to the Board of County Commissioners as an emergency action and then bring a full update to the Planning Commission at a later date.

Commissioner Andersen asked for a status update on the ADU code update. Lange stated submission is pending to the Prosecuting Attorney's office and then to the Board of County Commissioners. Lange will update this group when it is scheduled to go before the Board of County Commissioners.

## **WORKSHOP**

(Recording timestamp: 00:11:42:/ 01:12:25)

Chair Hand commenced the workshop on the Island County's required periodic update of Shoreline Master Program by handing the meeting over to Penny.

Penny shared presentation with Planning Commissioners and described general process of bringing topics and materials to the Technical Review Committee first, then Planning Commission, and then the Board of County Commissioners for discussion. Due to being a jointly adopted ordinance between Island County and the Washington State Department of Ecology, there is a joint 30-day public comment period with a public comment hearing also scheduled. The Planning Commission's next meeting will be the public comment hearing for feedback on proposed changes. The updated SMP is due June 30, 2021, which is a tight timeline. The ordinance will be adopted locally, and then adopted at the State level by the Washington State Department of Ecology.

Penny gave overview on the four (4) main tasks associated with the SMP update:

1. State Compliance Updates
2. Staff Initiated Updates
3. Shoreline Mapping Updates
4. Sea Level Rise Management and Monitoring Program

Penny introduced the two (2) specific items for review today:

1. Mapping Changes Related to Historic Beach Communities
2. Sea Level Rise Monitoring Program

Penny turned floor over to Grant Johnson, Long Range Planner for presentation on Historic Beach Communities (HBC). Johnson gave background and context on the HBC mapping project with the number of newly mapped parcels presented.

Questions and discussion ensued from the Planning Commissioners on the following topics:

1. Meeting criteria to qualify for HBC
2. Thirty-foot setback determination calculation
3. Increase in number of parcels to be designated as HBC
4. Outreach plans
5. Goal of county with HBC designation

Penny presented on the Sea Level Rise Management task, and began with a review of prior study performed by University of Washington graduate students and the plan they developed for Island County on outreach, education, and guidance. Penny then went on to outline the proposed Sea Level Rise monitoring program as recommended by the contracted consultants Herrera Environmental.

Questions and discussion ensued from the Planning Commissioners on the following topics:

1. Mapping information "key" and clarification of colors
2. Funding sources and data collection of sources
3. Ownership of various database compilations
4. Department ownership and implementation of project
5. Timeline of public comment period for SMP and Penny outlined this process.
6. Logistics and compilation of public comments

### **TOPIC SPECIFIC PUBLIC COMMENT PERIOD –**

## **SPECIFIC TO ISLAND COUNTY SHORELINE MASTER PROGRAM**

(Recording timestamp: 00:58:18 /01:12:25)

Chair Hand opened the meeting up for public comments on the Island County Shoreline Master Program workshop agenda item.

Ed Delahanty requested meeting with Penny to discuss his concerns.

John Mishazic, District 2 Port Commissioner, Port of Coupeville, shared realization of funding option that could make a long-term difference and that the data presented will be helpful to secure such funding.

Tom Kraft commented that Diking District 1 has information they are willing to share and complemented staff.

Commissioner Andersen expressed appreciation of more holistic approach and asked on status of code changes verbiage. Penny stated staff is anticipating a revised version will be sent out on April 5, 2021.

Commissioner Gilroy asked for status of web posting of presentations.

## **ADJOURNMENT**

(Recording timestamp: 01:11:58/01:12:25)

Chair Hand entertained a motion to adjourn.

Commissioner Gilroy motioned to adjourn the meeting. Commissioner Lovelady seconded the motion. Motion carried 8-0-0.

Meeting adjourned at approximately 3:13 p.m.

(Recording timestamp: 01:12.22/01:12:25)

*Respectfully submitted by: Jana Raasch*