

**ISLAND COUNTY
PLANNING COMMISSION SUMMARY MINUTES**

OF

**REGULAR MEETING
June 14, 2021 at 2:00 PM**

– VIDEO ONLY via STARLEAF –

CALL TO ORDER:

(Approximate recording timestamp: 00:00:10/01:19:14)

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

ROLL CALL:

(Approximate recording timestamp: 00:00:19/01:19:14)

Present:

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

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

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

Absent:

District 3 – Commissioners Tracy Gilroy

Planning & Community Development Staff Present:

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

ITEMS FROM THE PUBLIC– UNRELATED TO TOPICS ON THE AGENDA

(Approximate recording timestamp: 00:01:47/01:19:14)

Chair Hand asked for public comment for topics not on today's agenda. No public comments were brought forward.

Chair Hand welcomed new Commissioner Steve Bristow.

DIRECTOR'S REPORT

(Approximate recording timestamp: 00:03:30/01:19:14)

Jonathan Lange, Assistant Planning Director, stated he did not have any items to report on.

WORKSHOP

(Approximate recording timestamp: 00:03:47/01:19:14)

Chair Hand commenced the workshop on proposed updates to the Island County Flood Damage Prevention Ordinance, ICC 14.02A by handing the meeting over to Jonathan Lange, Assistant Director.

Lange recognized the presence of Christina Wollman, Island County's FEMA Flood insurance consultant, and also provided some background information on FEMA's Flood Damage Prevention Ordinance.

Lange reviewed previous work by staff following the 2013 Community Assistance Visit (CAV) findings and ultimate placement of Island County on probation. A key strategy included hiring of a consultant to create a compliance plan for the County. The compliance plan pulls closely from the FEMA Model Ordinance and will include:

1. Minor Edits, Updates, and Reorganizing Code
2. Clear and Precise
3. Reviewed by FEMA, State Department of Ecology, and IC Legal

Lange described that new code requires three elevations certificates:

1. With submittal of construction drawings prior to review of the building permit application;
2. During building construction, the applicant must submit a second elevation certificate as a prerequisite to scheduling an under-floor inspection or equivalent, and before vertical construction commences; and
3. The applicant must submit a third elevation certificate prior to scheduling a final inspection.

The proposed changes includes code changes adding civil avenues of code enforcement rather than only criminal avenues.

Commissioners asked questions or made comments/suggestions during this workshop on the following topics, with responses given from either Lange or Wollman, or both:

1. Clarification of the areas that are flood zones and building within floodplains
2. Elevation Certificate process
3. Clarification and/or additions of various definitions
4. Sourcing of various information
5. Purpose, type, and process of notification to specific properties regarding their location within the floodplain
6. Setbacks and/or assessments of protected areas
7. Hearing Examiner's specific role vs Directors vs other variances
8. Request for clarification and education on the flood plain processes including items like pre-meetings and three-step certification process.
9. What goes in code and doesn't, education on the process better of 2 meetings, series of certifications. Process of what goes into code or not, the pre meeting and 3 cert
10. Public outreach
11. Other misc. questions/comments

Lange outlined next steps in having the proposed amendments and code updates brought to the Planning Commission and Board of County Commissioners in accordance with the following schedule:

June 9 – BOCC Workshop

June 14 – PC Workshop

June 28 – Planning Commission Public Hearing

July 7 – BOCC Workshop

July 20 – BOCC to adopt Planning Commission recommendation on updating ICC 14.02A

ADJOURNMENT

(Approximate recording timestamp: 01:18:22/01:19:14)

Chair Hand entertained a motion to adjourn.

Commissioner Schwalbe motioned to adjourn the meeting. Commissioner Munson seconded the motion. Motion passed 8-0-0.

Meeting adjourned at approximately 3:19 p.m.
(Approximate recording timestamp: 01:19:14/01:19:14)

Respectfully submitted by: Jana Raasch