

*** The City of Anacortes Planning Commission is following the procedure per Section 3 of Anacortes [Resolution 2082](#) Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020 and [Resolution 3000](#), adopted September 21, 2020, extending the duration of Resolution 2082 through December 31, 2020:*

- *All in-person Committee meetings of the Planning Commission are canceled. Council and committee meetings may be held telephonically regardless of whether the City has the capability of video recording meetings.*
- *Meetings may be viewed live or viewed after the fact on the [City of Anacortes website](#) or on [Channel 10](#).*
- *The public may watch or listen to the meeting live by visiting <https://us02web.zoom.us/j/85918981678> or by telephoning 1 253 215 8782, and entering Meeting ID 859 1898 1678*
- *Listen to the meeting by phone: 872-240-3412, Access Code: 261-991-485*
- *The public is encouraged to comment via email to pced@cityofanacortes.org, via written comment addressed to PCED, P.O. Box 547, Anacortes, WA 98221, or via [eComment](#). Public comments received prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.*
- *If you have any issues accessing the meeting via the above information, please call Matt Kaufman at 360-293-1904.*

ANACORTES PLANNING COMMISSION



October 14, 2020

**Municipal Building Council Chambers
6th Street and "Q" Avenue**

*****THIS MEETING WILL BE HELD ELECTRONICALLY ONLY*****

AGENDA

6 P.M.

[VIEW PACKET MATERIALS HERE](#)

1. **Roll Call**
2. **Minutes of August 26, September 9, and September 23, 2020**
3. **Correspondence**
4. **Old Business**
Discussion - Shoreline Master Program Periodic Update Draft Amendments

The City of Anacortes encourages people with disabilities to participate in public meetings. For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.

Anacortes Planning Commission

Proposed Agenda Items for Upcoming Meetings

Subjects listed below have been tentatively suggested for consideration by the Anacortes Planning Commission on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes are not included. The complete Preliminary Agenda for each meeting is published on the Thursday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact Joann Stewart at 360-293-1907 or joanns@cityofanacortes.org to be directed to the sponsoring staff member.

Meeting Date	Subject
October 28, 2020	To Be Determined
November 11, 2020	No Meeting (Holiday)
November 25, 2020	No Meeting (Day Before Thanksgiving Holiday)
December 9, 2020	Joint Ecology/City Public Hearing: Shoreline Master Program Periodic Update proposed amendments (TENTATIVE)
December 23, 2020	To Be Determined
January 13, 2021	To Be Determined



Planning Commission Public Meeting Minutes for August 26, 2020

This is not a verbatim transcript of the meeting and is written in an attempt to capture the general spirit of the discussion based upon notes and video observation by the author. To view the video recording of this meeting, click [here](https://www.anacorteswa.gov/700/Watch-Meetings), or go to <https://www.anacorteswa.gov/700/Watch-Meetings>.

Chair MacKenzie called the virtual Public Meeting of August 26, 2020, to order at 6:02 p.m.

Roll Call

Members Present: Commissioners Mount, Jeretzky, MacKenzie, Cortright, Graf, and Ruether

Absent: (one vacate position)

Staff Present: Don Measamer, Libby Grage, Dave Oicles

Minutes The minutes from July 8, 2020 and July 22, 2020 were approved as submitted.

Correspondence Staff presented a timeline of meeting dates and projects that will be presented to the Planning Commission, so the Commissioners can plan for what will be coming up in the next few months.

Old Business

Shoreline Master Program Periodic Update: Libby Grage, Planning Manager, gave a briefing on the SMP draft update timeline, and turned over the discussion of proposed changes to the SMP to Alex Capron with The Watershed Company. Mr. Capron gave a presentation on the proposed updates, amendments, and provided code excerpt, giving rationale for proposals. Discussion ensued. More information on the SMP periodic update can be found at: <https://www.anacorteswa.gov/1095>

Chair MacKenzie asked the Commissioners how the new process for virtual meetings was working. The consensus was it will be easier to work with as they learn the new technology. Chair MacKenzie reminded everyone to speak up if they have a question. Director Measamer mentioned the public will be able to submit comments via email up until 3:00pm the day of each planning commission meeting, and the public will be able to speak during the meetings as well. The standard 14 day comment period stands, and all comments will be given to commissioners.

With no further discussion, Chair MacKenzie concluded the meeting at approximately 7:03pm.



Planning Commission Public Hearing Minutes for September 23, 2020

This is not a verbatim transcript of the meeting and is written in an attempt to capture the general spirit of the discussion based upon notes and video observation by the author. To view the video recording of this meeting, click [here](https://www.anacorteswa.gov/700/Watch-Meetings), or go to <https://www.anacorteswa.gov/700/Watch-Meetings>.

Chair MacKenzie called the virtual Public Meeting of September 23, 2020, to order at 6:00 p.m.

Roll Call

Members Present: Commissioners Mount, Jeretzky, MacKenzie, Cortright, Graf, and Ruether

Absent: (one vacate position)

Staff Present: Don Measamer, Libby Grage, Dave Oicles, Tess Cooper, Steve Lange

Minutes From August 26, 2020 and September 9, 2020 will be presented at a later date.

Correspondence None

New Business

CUP-2020-0001: Chair MacKenzie opened the Public Hearing at 6:01pm for the Conditional Use Permit CUP-2020-0001 concerning a proposal for a parking lot on 18th St. Libby Grage, Planning Manager, gave a presentation for this private parking lot proposal. City Staff recommended approval with conditions, to the Planning Commission and City Council. Brad Augustine, owner of the parcels and applicant, mentioned the many complaints he has received over the years on the need for additional parking for the retail center he owns across the street of the proposed parking lot. Chair MacKenzie opened the floor to additional public comments. One more was received from Katharine Shirey of 1015 19th St. With no more public comments, Chair MacKenzie closed the floor to public comment at 6:46pm. Discussion ensued. A motion to approve was given by Commissioner Mount, with a second by Commissioner Cortright. The CUP-2020-0001 was approved by a 4-2 vote. Commissioners Ruether and Jeretzky voted "nay".

LPS-2020-0001: Chair MacKenzie opened the Public Hearing at 7:11pm for the Long Plat Subdivision permit LPS-2020-0001 concerning a proposal called The Crossings Cottage Development, a 21-lot plat with 18 cottages and 3 standard single family residences. Libby Grage, Planning Manager, gave a presentation of the proposal. Staffed recommended approval with a multitude of conditions, to the Planning Commission and City Council. Chair MacKenzie opened the floor to additional public comments at 7:58pm. Two additional comments were received from Tom Glade of 210 Mansfield Ct, and Carol Bordin of 3934 W 12th St. With no more public comments, Chair Mackenzie closed the floor to public comment at 8:12pm. Discussion ensued. Additional information was provided by the applicant, Nels Strandberg and a wetland specialist Karla Galline. A motion to approve was given by Commissioner Jeretzky, and a second by Commissioner Cortright. All voted in favor 6-0 to approve LPS-2020-0001.

With no further discussion, Chair MacKenzie concluded the meeting at approximately 8:39 p.m.



Planning Commission Public Hearing Minutes for September 9, 2020

This is not a verbatim transcript of the meeting and is written in an attempt to capture the general spirit of the discussion based upon notes and video observation by the author. To view the video recording of this meeting, click [here](https://www.anacorteswa.gov/700/Watch-Meetings), or go to <https://www.anacorteswa.gov/700/Watch-Meetings>.

Chair MacKenzie called the virtual Public Meeting of September 9, 2020, to order at 6:00 pm

Roll Call

Members Present: Commissioners Mount, Jeretzky, MacKenzie, Cortright, Graf, and Ruether

Absent: (one vacate position)

Staff Present: Don Measamer, Libby Grage, Dave Oicles, Tess Cooper, Steve Lange

Minutes The minutes from August 26, 2020 will be presented on a later date.

Correspondence None

New Business

SDP-2020-0001 – Tom Jackson Dock: Chair MacKenzie opened the Public Hearing at 6:02 pm for Shoreline Dock Permit SDP-2020-0001. Tess Copper, Associate Planner, presented the proposal of a new dock located on the Guemes Channel at 416 2nd St. Staff recommended approval with conditions. At 6:12 pm Chair MacKenzie opened the floor for additional public comments. With no comments forthcoming, Chair MacKenzie closed the Public Hearing at 6:26 pm. Discussion ensued. Applicant Tom Jackson provided additional information. Commissioner Mount made a motion to approve, with a second by Commissioner Graf. All Commissioners voted “Yay” 6-0, to approve SDP-2020-0001, subject to the Staff’s suggested conditions of approval.

SPL-2020-0003 – Cherry Court SP & CUP: Chair MacKenzie opened the Public Hearing at 6:28pm for Short Plat SPL-2020-0003, a 6-lot subdivision. Libby Grage, Planning Manager, provided that the applicant applied for the SP and CUP together. She also presented a briefing of public comments received on the proposal. Staff recommended approval with conditions. The applicant, Brian Gentry, also provided additional information. Chair opened the floor to additional public comment at 7:04pm. One additional comment was received by Bonnie Bowers of 4413 Orchard Ave. With no additional public comments, Chair MacKenzie closed the Public Hearing at 7:09pm. Commissioner Jeretzky disclosed that he had conducted business with the applicant in the past and currently does, but did not know of or discussed the proposed project until it was on the agenda for this evening. There were no objections to Commissioner Jeretzky’s participation in this process. Chair MacKenzie made a motion to approve, and a second from Commissioner Graf. Commissioners approved SPL-2020-0003 by 5-1 vote with Staff recommended conditions of approval. Mount voted “abstained.”

With no further discussion, Chair MacKenzie concluded the meeting at approximately 7:15pm.



Planning Commission Agenda Bill

Meeting Date: October 14, 2020 **Agenda Item:** 4A

Subject: Periodic Update of the Shoreline Master Program – Review of Draft Amendments
(continued)

Staff Contact: Don Measamer, Libby Grage

Attachments: PowerPoint presentation slides

Purpose: The Watershed Company and City staff will present the proposed amendments to the Shoreline Master Program for Planning Commission discussion and feedback.

No public comment will be taken at this meeting. After PC review, a revised Draft of the amendments will be released for a 30-day Dept. of Ecology/City Joint Public Comment Period and Joint Public Hearing.

Background: The periodic review of the Anacortes SMP is required by the Shoreline Management Act (SMA) to occur every 8 years ([RCW 90.58.080](#)).

Public Engagement Links: The public may stay involved with the project by using the following links:

- Shoreline Master Program Periodic Update project webpage:
<https://www.anacorteswa.gov/1095/SMP-Update>
- Questions/ comments may be sent to libbyb@cityofanacortes.org.
- Subscribe to project news flashes and notices at:
<https://www.anacorteswa.gov/list.aspx>
Select “Shoreline Master Program Update” under “News Flashes”.

City of Anacortes Shoreline Master Program Periodic Update

Planning Commission SMP
Amendments Discussion
(2nd meeting)



SMP Amendments Discussion

- Meeting format – follow Gap Analysis chronologically
- Provide code excerpt – discuss rationale



Topic Areas – Meeting 2

- Building height
- Vegetation conservation standards
- Dock/Pier repair regulations
- Percent slope calculation for Conservancy & Shoreline Residential designations
- Continued Cannery discussion
- Prioritized Restoration Plan
- Cumulative Impacts Analysis



Proposed Amendments – Building Height

- Relocate definition to regulatory Section (5.12)
- Additional language included to match zoning code

2. **Building Height.** No building or structure in shoreline jurisdiction ~~shall~~may exceed the height limits indicated in Table 5.2, except as allowed per subsection (2)(g). In calculating the height of a building, the following measurement methods must be used:-

a. For a lot that slopes uphill from, or remains at the same elevation as, the property line at the front (street) of the building, the building height is

measured to the highest point of the structure from the average of the natural or existing topography at the foundation at the front (street side) of the building.

b. For a lot that slopes downhill from the property line at the front (street) of the building, the building height is measured to the highest point of the building from the average of the natural grade directly under the building.

c. For a lot that has frontage on two or more streets and the lot slopes downhill from the property line on either street frontage, the building height is measured to the highest point of the building from the average of the natural grade directly under the building.

Proposed Amendments – Building Height

(continued regulation from previous page)

- Utilize side wall measurement from grade
- OHWM calculation taken from existing SMP regulation

d. For purposes of a-c above:

i. Calculation of the average topography is made by averaging the elevations of the center of all exterior walls of the proposed structure.

ii. Natural or existing topography is the topography of the land immediately prior to any site preparation, grading, excavation, or filling. Where land is regraded for purpose of a land division, the “natural or existing topography” is the grades as they exist at the time of recording of the final plat.

e. For over-water structures, height is measured to the highest point of the structure from the ordinary high water mark elevation.

f. For wireless service facilities and emergency communication facilities, structure height is measured from the lowest pre-existing ground level within the footprint of the facility to the highest point on the facility, including but not limited to the antenna or antenna array.

Proposed Amendments – Building Height

- Exceptions to height limits
 - *Smaller, ancillary portions of structures not considered an impact*
- Re-phrase language to match zoning terminology

g. Exceptions: The following structures may be erected above the height limits

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established in Table 5.2 below:

- Cranes, gantries, mobile conveyors and similar equipment necessary for the functions of marinas, marine manufacturing, permitted commercial, industrial or port activities and servicing vehicles.
- Flagpoles or masts, transmission towers, chimneys, smokestacks, aerials or stairwells, when part of a permitted use.
- Belfries, monuments, spires or steeples, transmission towers, provided such structures must be designed to minimize obstruction of views.
- In mixed use and industrial zones, covers for elevator and other mechanical equipment and monitors for light and ventilation are permitted when occupying less than 15% of the total roof area and less than 5% of lot coverage and extending not more than 10 feet above roof level.

Proposed Amendments – Building Height

- Table 5.2 Shoreline Development standards Matrix
- Footnote requires a View Corridor Analysis for structures exceeding 35'

Environment Designation	Min. Resid. Lot Size (sq.ft.)	Lot Coverage % of Area ¹	Max. Height	Setback ²	
				Water-Dependent	Non-Water-Dependent
Burrows Bay (Skyline Marina to Washington Park)	Per Zoning ⁴	50%	35'	0'	25'
All other remaining areas	Per Zoning ⁴	50%	50' ⁶	0'	25'
Urban Maritime	NA	50%	50' ⁶	0'	25'
Conservancy	Per Zoning NA	25% ³	25'	0'	100'
Natural	NA	NA	NA	0'	100'
Aquatic	NA	NA	-- ⁴⁵	NA	NA

¹ Lot Coverage: Buildings or structures in the Shoreline Area ~~shall~~must not occupy a greater percentage of a lot than indicated.

² Setback: Setback ~~shall~~must be the minimum distance measured in feet from the ordinary high water mark on a horizontal plane perpendicular to the shoreline.

³ The impervious surface limits on residential development located in Chapter 5, Sections 5.8 and 5.9, supersede general lot coverage standards in this table.

⁴ ~~See underlying zoning for minimum residential lot size within Urban environment designation~~

⁵ See adjacent upland designation

⁵⁶ See DR 5.9 for setback reduction criteria, if applicable

⁶ Proposed buildings exceeding building height above 35' must provide view analysis showing proposed buildings in relation to impacted views, per RCW 90.58.320 and View Protection/Aesthetics regulation DR-6.4.18.

Proposed Amendments – Vegetation Conservation Standards

- Prescriptive standards for subdivisions
- DR-6.5.8

- a. Locations and Sizes of Required Shoreline Planting Areas. The landscaping plan shall must specify (a) particular species of salt-tolerant riparian vegetation that are to be planted preferably at existing ground-level, or if that is not feasible, then in raised planting beds. Each planting area shall must be a minimum of ten feet in width and a minimum of ten feet in length (a minimum of one-hundred square feet). The total minimum linear footage of riparian vegetation to be protected and/or replaced along the project's shoreline shall must be fifty percent of the project's shoreline length in the case of new development projects and twenty-five percent of the project's shoreline length in the case of redevelopment of already-developed project sites. Subdivision of property must be in a configuration that will not require significant (greater than 25%) native vegetation removal and shoreline modification, and will not adversely impact ecological functions;

Proposed Amendments – Vegetation Conservation Standards

- 75% crown retention is a similar requirement amongst jurisdictions
 - *Higher ecological value to preserve additional canopy*
- Assess trimming impacts for trees in critical areas

DR-6.5.9

Trimming of trees and vegetation is allowed within shoreline setback areas ~~without a landscape plan,~~ under authorization of a shoreline exemption, provided:

- a. This provision is not interpreted to allow clearing of vegetation,
- b. Trimming does not include topping, stripping or imbalances; a minimum of ~~60~~75% of the original crown ~~shall~~must be retained to maintain tree health,
- c. Trimming impacts to the following critical areas may require evaluation and a report prepared by a qualified professional to demonstrate:
 - i. ~~does not directly~~No direct impact the nearshore functions and values including fish and wildlife habitat,
 - ii. ~~d. Trimming is~~ not within a wetland or wetland buffer, and
 - iii. ~~e. Trimming~~It does not impact soil stability in landslide and erosion hazard areas. ~~does not impact soil stability.~~

Proposed Amendments – Vegetation Conservation Standards

(Continued from DR 6.5.9)

- Ensuring proper trimming techniques are observed prior to and post-activity
- View preservation is consistent with no-net-loss of shoreline function
- Low impact techniques encouraged with lesser requirements

- f. Trimming is for view preservation, not view creation. Trimming cannot be for more than 25% of limbs in a five-year period, so long as DR-6.5.9(b) is also met, whichever is more restrictive. Photo documentation must accompany the shoreline permit application before with flagging showing limb(s) requested for removal.
- g. A photo of the tree is required as an as-built submittal, post permit issuance.
- h. Hazardous trees, or those identified as an extreme public nuisance by the Shoreline Administrator, may be removed under an ISA Tree Risk Assessment by a qualified arborist.
- i. Hand-held equipment removal of invasive or non-native shoreline vegetation, or noxious weeds (WAC 16-750) must be re-planted with the equivalent square footage of native vegetation in the disturbed area, including a minimum of one native conifer within the shoreline setback. This clearing must occur with hand-held equipment within the shoreline setback. A plan can be drawn by the applicant, so long as it is to scale, showing native species proposed, for permit submittal.
- j. Ground-based motorized equipment may be used if accompanied by a professionally drawn plan showing requirements of DR 6.5.11 and other applicable SMP and development regulations, to re-establish native vegetation, and with prior written approval of the Shoreline Administrator. The ground based motorized equipment must only be operated by a licensed professional, if within the shoreline setback.

Proposed Amendments – Vegetation Conservation Standards

- Flexibility for Bonding requirement to ensure mitigation success
- Update to cited codes

DR-6.5.10

The Planning, Community and Economic Development Director may require a performance bond as a condition of shoreline exemption.

DR-6.5.11

Stabilization of exposed erosional surfaces along shorelines ~~shall~~must, whenever feasible, utilize soil bioengineering techniques.

DR-6.5.12~~1~~

All shoreline development and activity ~~shall~~must use effective measures to minimize increases in surface water runoff that may result from clearing and grading activity. The applicant must implement best management practices in compliance with the City's stormwater, clearing and grading regulations in AMC 19.76 Stormwater and 19.78 Clearing and Grading~~Chapter 5, Clearing, Grading, and Erosion Control under the City's Engineering Design Standards~~. Submittal requirements may include a plan addressing species removal, revegetation, irrigation, erosion and sedimentation control, and other methods of nearshore/riparian corridor protection in accordance with the City's Engineering Design Standards.

Proposed Amendments – Dock/Pier Repair

- Previous confusion over what could be repaired
- Clarify definition of Substructure

orientation to the maximum extent practicable.

DR-9.5.14

Repair– Repair proposals which replace only decking or decking substructure and less than 50 percent of the existing piles subsections shall must be considered minor repairs and are permitted, consistent with all other applicable codes and regulations. If cumulative repairs of an existing pier or dock over three years would make a proposed repair exceed the threshold established above, the repair proposal shall must be reviewed as a new pier or dock.

Substructure, pier Relating to all the pier composite elements supporting the pier decking itself, excluding the pier pile.

Proposed Amendments – Percent Slope Calculation

- Applies to Single Family Lots in Shoreline Residential and Conservancy Designations
- Describes where impervious surface limit applies

DR-5.9.10

For all residential development within shoreline jurisdiction, the area of impervious surfaces (including parking areas, but excluding required right-of-way improvements) to be developed within shoreline jurisdiction shall be limited by the slope of the lot as specified in the following table. The lot calculation includes the subject property within shoreline jurisdiction landward of the ordinary high water mark.

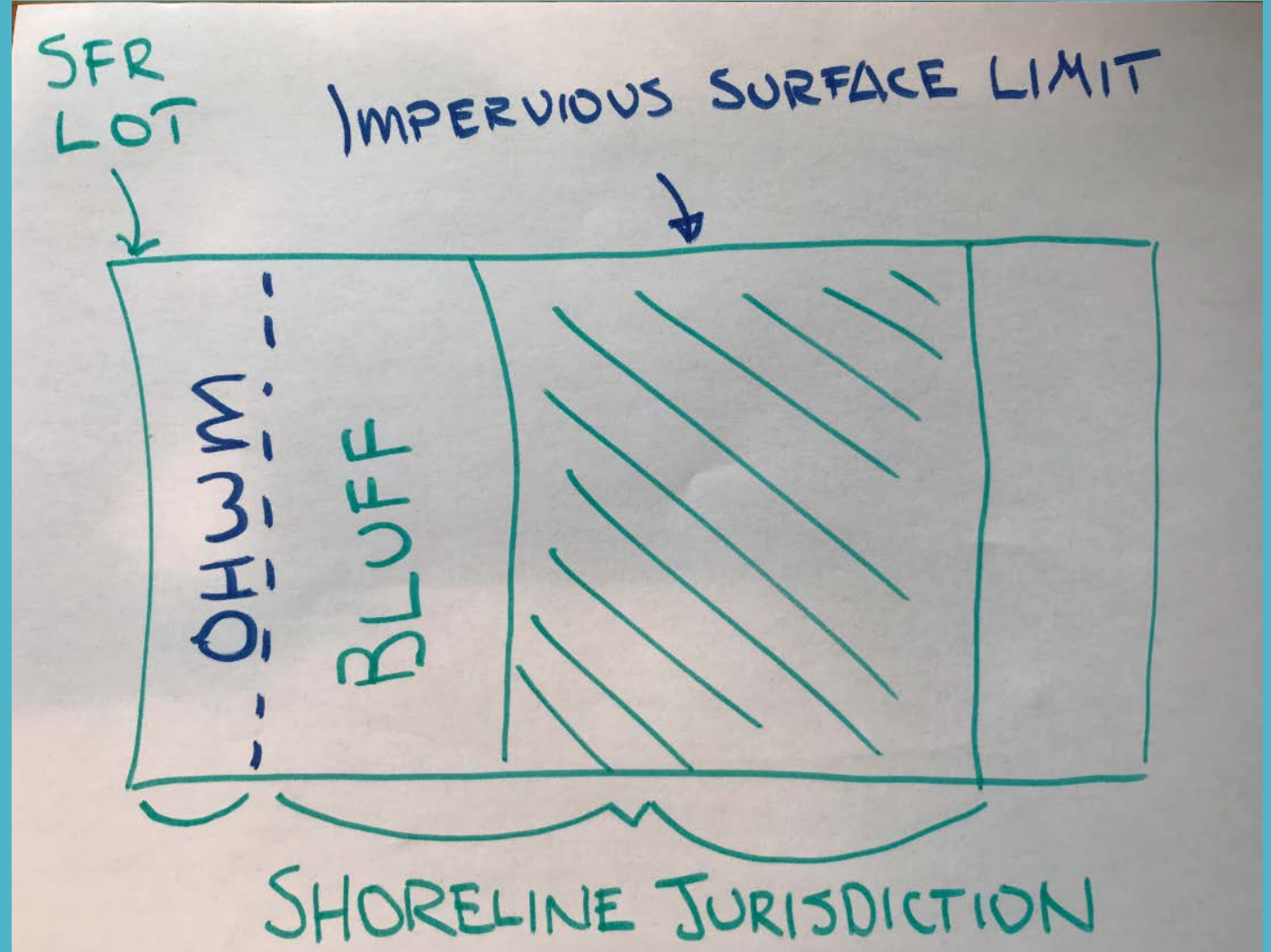
a. Table 5.9.10 – Impervious limits based upon Percent Slope

Slope	Impervious limit (expressed as a percentage of actual land area)
15% or less	30%
15-30	25%
Greater than 30%	20%

b. Areas waterward of the ordinary high water mark and areas of marine bluffs, steep slopes, and wetlands shall not be included to calculate land area. For example, only the buildable remaining area landward of the marine bluff edge shall be used in the calculation. A Shoreline Variance is required for reduction of dimensional standards.

Proposed Amendments – Percent Slope Calculation

- Only in areas beyond marine bluffs
- Intent is to limit impervious surface within shoreline jurisdiction

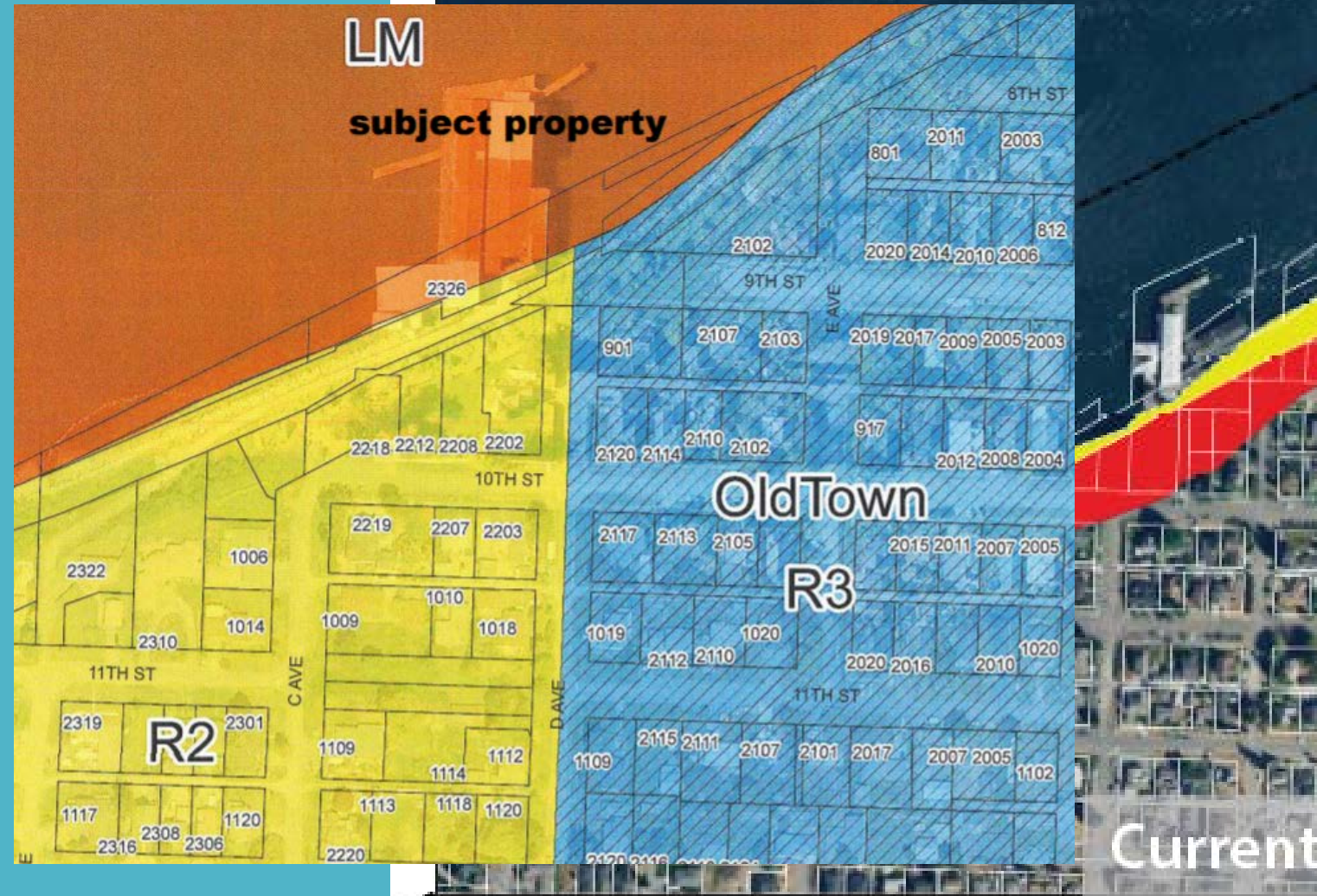


Cannery Discussion

What is the issue?

- Canneries (landward of OHWM) are currently designated Urban
- Underlying zoning landward is R2 and Old Town/R3 (Residential)
- Zoning is more restrictive

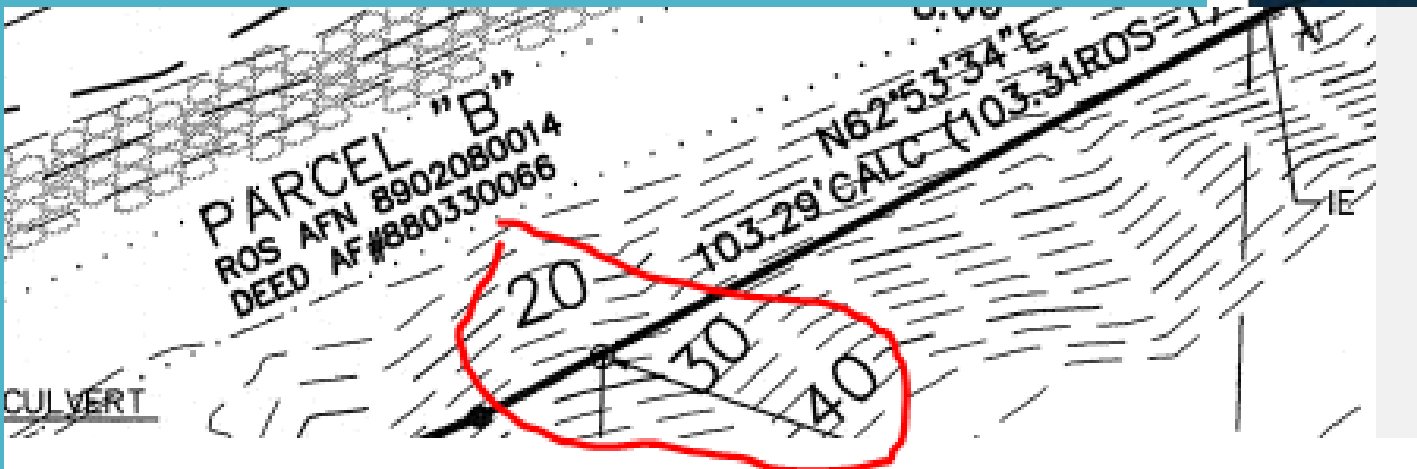
② CANNERIES



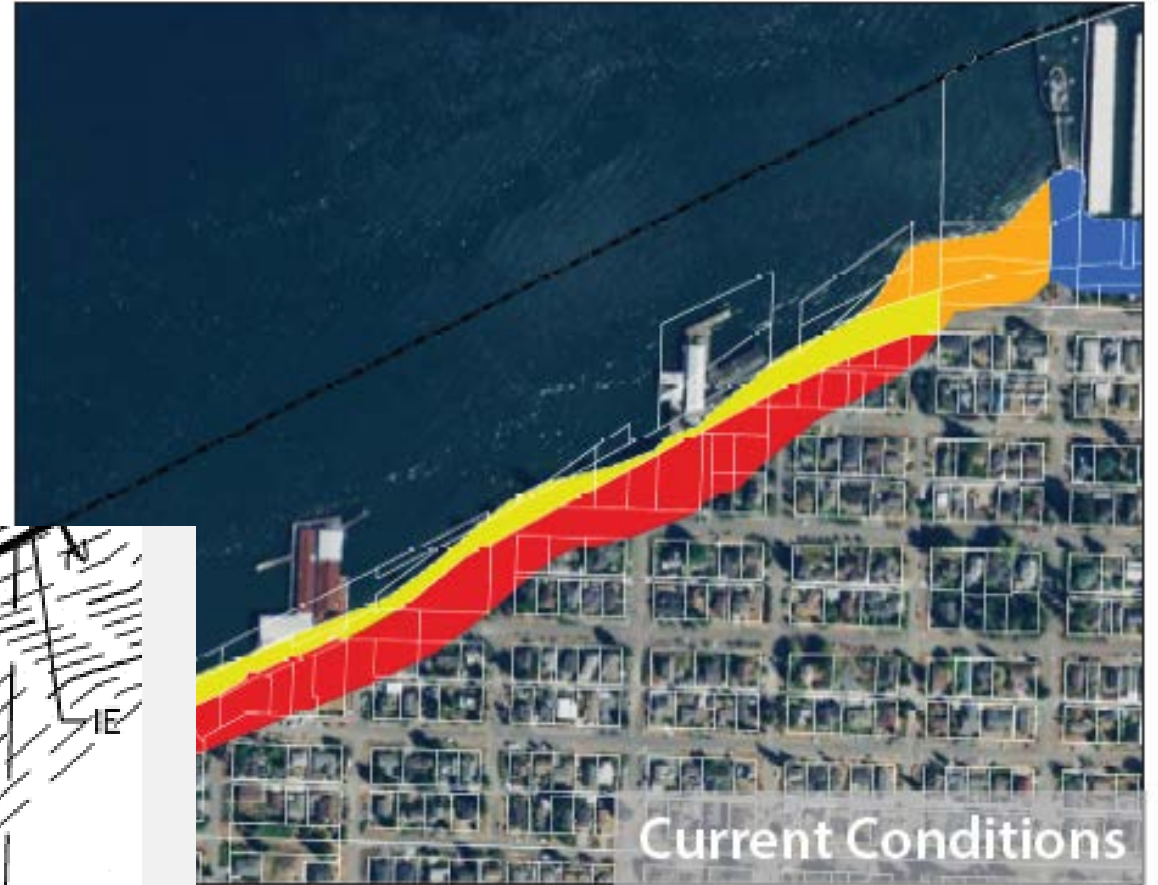
Cannery Discussion

What are the constraints to future development?

- Narrow Lot
- Topography
- Parking



② CANNERIES



Cannery Discussion

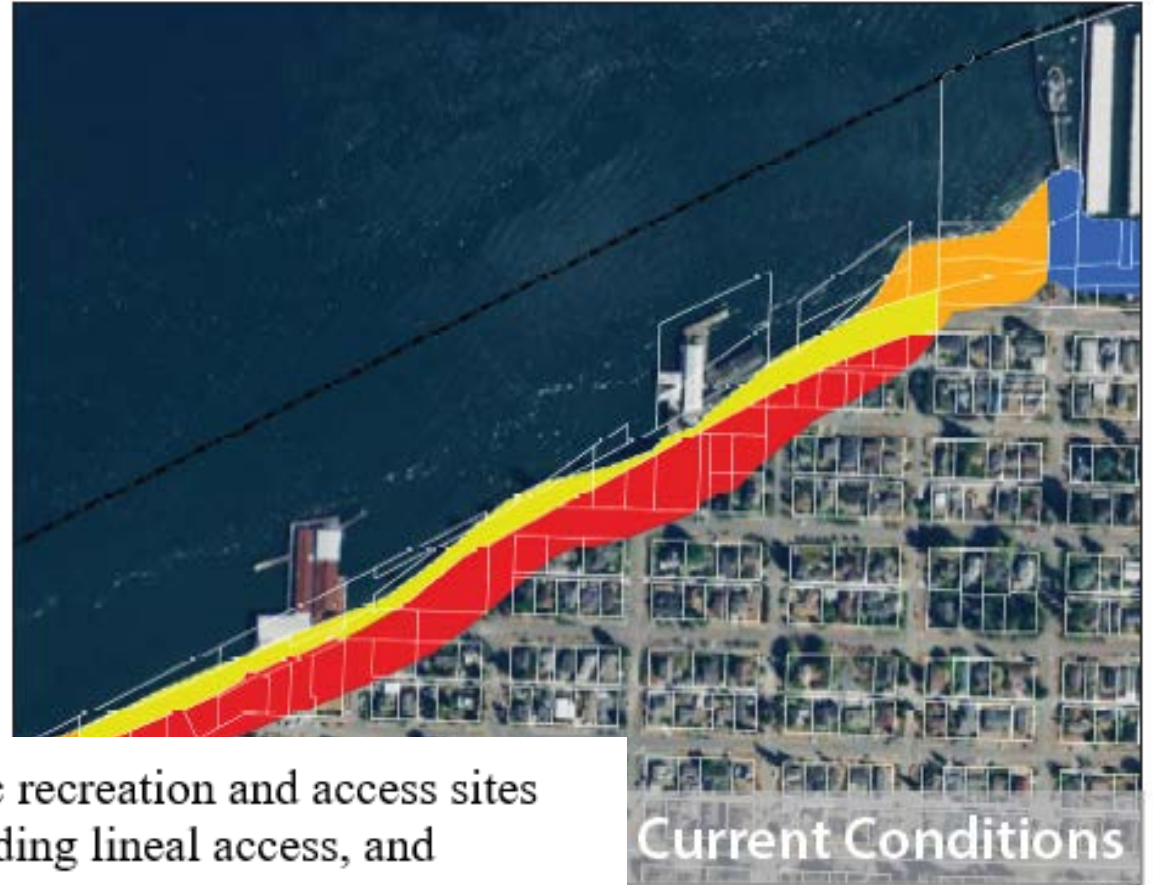
What is the City's vision?

- Public trail access
 - Allowed in both Shoreline Residential and Urban
 - Supported by SMP Recreational Element:

Policy 4.6.2

Develop priorities for acquisition of public recreation and access sites in shoreline areas, particularly those providing lineal access, and acquire sites through purchase or easements.

② CANNERIES



Cannery Discussion

Urban designation limitations

- Support land planned for commercial or industrial use
- Criteria contradicts current zoning

② CANNERIES



5.10 Urban

A. Purpose

The purpose of the Urban designation is to provide for commercial, industrial, and recreational uses; residential uses in some locations; and public land uses while seeking opportunities for protection and restoration of ecological functions.

B. Designation Criteria

The Urban designation is appropriate for areas that currently support or are planned for general commercial or industrial development. The Urban designation is located landward of the ordinary high water mark.

SMP Restoration Plan

- Includes status updates to document, reaching out to agencies and Port
- Future project prioritizations

Table B-17. Project Prioritization Accounting for Overall Ecological Benefit Potential and Cost.

Project Location	Project Description	Table of Origin	Ecological Value	Cost Value	Total Project Score
Guemes Channel/East Ship Harbor conservation	Conservation easement recommended for shorebird, forage fish, juvenile salmon, and sediment supply conservation functions.	Table B-11	High	Low	6
SE side of March's Point conservation easement	Conservation easement recommended to protect forage fish and shorebird habitat (top-ranking function) and juvenile salmon (second-tier-ranking function).	Table B-11	High	Low	6
SW Shore of Fidalgo Bay (2), old mill site	Remove berm to open a small mill pond and restore the natural shoreline.	Table B-10	Medium	High	5

SMP Cumulative Impacts Addendum

- Looks at potential impacts which may affect ecological function
- High level assessment of future development
 - *City potential need for an additional Combined Sewer Outfall facility*



Anticipated Timeline

- Open House – October 30th, 2019
- 2nd Open House March, 2020
- Planning Commission Meeting July 22nd, 2020
- August 26th, October 14th – Planning Commission Study sessions
- Joint Ecology/City public hearing & comment period –Nov/Dec 2020
 - *December 9th, joint public hearing*
- Submittal to Ecology for Initial Determination – January 2021
- Planning Commission review and recommendation – Winter 2021
- Local adoption of the SMP – Spring 2021

Additional information

- Project website:
 - o <https://www.anacorteswa.gov/1095>
 - o Staff contact is Libby Grage, Planning Manager
 - o (360) 299-1986
 - o libbyb@cityofanacortes.org

Thanks for
listening—questions?

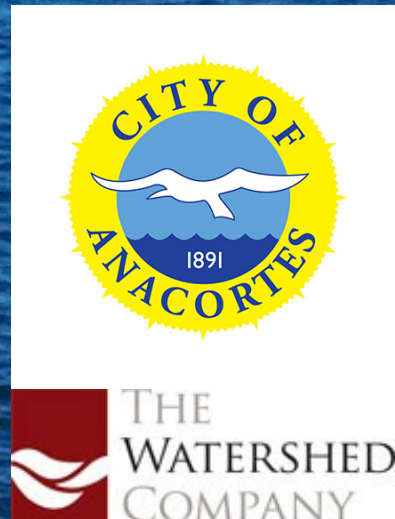


Photo credit: Alex Capron