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- 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 e-comment (<https://www.anacorteswa.gov/700/Watch-Meetings> - click on meeting you wish to provide comment and in upper right corner is an option to include Public Comment). 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.
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ANACORTES PLANNING COMMISSION

August 10, 2022

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

AGENDA

6:00 PM

[VIEW PACKET MATERIALS HERE](#)

- A. Roll Call**
- B. Minutes**
 - 1) Draft Minutes of July 13 and July 20, 2022
- C. Correspondence**
- D. New Business**
 - 1) Planning, Community and Economic Development Department Update
- E. Old Business**

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Planning Commission Public Hearing Minutes for July 13, 2022

This is not a verbatim transcript of the meeting and is written 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>.

Commissioner Vice-Chair Ruether called the Public Meeting of July 13, 2022, to order at 6 pm.

Roll Call:

Members Present: Commissioners Gary Molyneaux, Frank Jeretzky, Jeff Graf, & Sarah Ruether

Members Absent: Linda Martin, Ward MacKenzie, Jack Curtis

Staff Present: Don Measamer, Nathan Goldschmidt, Dave Oicles, Libby Grage

Minutes: The minutes from June 22, 2022, were approved as presented.

Correspondence: None

Old Business: None

New Business:

- 1: Public Hearing: CUP-2022-0003, Anacortes Readiness Center**
- 2: Critical Areas Regulation Amendments to address Riparian (Stream) Corridors and Riparian Management Zones (Buffers)**

Don Measamer, PCED Director, introduced Nathan Goldschmidt, Associate Planner. Goldschmidt gave a presentation on CUP-2022-0003, Anacortes Readiness Center plans for upgrading their building at 2219 M Ave, giving the project description, history timeline, site plan proposal, and new floor plans. In conclusion, Staff recommended approval of this CUP with recommendations. Applicant Clint Treat was on hand to answer Commissioner questions, as well as Suzanne Gilbert of the project team. At 6:15pm the floor was open to public comment, but there were none, except for Gilbert added some additional information. The floor was closed to public comment at 6:19pm. Commissioners voted 4-0 to approve moving the Staff's recommendation as presented to City Council.

Measamer continued with a presentation on the Critical Areas Regulation Amendments, defining riparian corridors, water course types, and described how the AMC manages the riparian zone. Measamer mentioned the presentation is just an introduction of AMC 19.70.330 (Specific Standards for Streams). There will be more public process scheduled as we move forward to development amendments. Questions from Commissioners were answered.

With no further discussion Commissioner Vice-Chair Ruether concluded the meeting at 6:34pm.



Planning Commission Public Hearing Minutes for July 20, 2022

This is not a verbatim transcript of the meeting and is written 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>.

Commissioner Chair MacKenzie called the Public Meeting of July 20, 2022, to order at 6 pm.

Roll Call:

Members Present: Commissioners Gary Molyneaux, Frank Jeretzky, Jeff Graf, Jack Curtis, & Ward MacKenzie

Members Absent: Linda Martin & Sarah Ruether

Staff Present: Don Measamer, Nathan Goldschmidt, Dave Oicles, Libby Grage

Minutes: The minutes from July 13, 2022, will be provided at a later date.

Correspondence: None

New Business: None

Old Business: **Continued discussion of Critical Areas Regulation Amendments to address Riparian (Stream) Corridors and Riparian Mgt Zones (Buffers)**

Don Measamer, PCED Director, continued his discussion and presentation from the July 13, 2022 Planning Commission meeting, on the Critical Areas Regulation Amendments going over current language in the AMC 19.70.330 and what will be upcoming. Measamer then introduced Fiona McNair with GeoEngineers Inc., who gave a presentation on Stream Buffer BAS reports, stream types (S, F, Np, Ns), riparian tree heights, and buffer function based on buffer distances.

At 6:41pm, Chair MacKenzie opened the floor to public comment. Tom Glad with Evergreen Islands spoke about improving streams for fish habitat and thanked Mr. Measamer and Ms. Grage for their work towards this goal. Brian Wetcher of Anacortes spoke about preserving riparian habitat not just for fish but other wildlife. Commissioners asked additional questions. Additional meetings will be set up for continued discussion and the taking of public comment.

With no further discussion Commissioner Chair MacKenzie concluded the meeting at 6:50pm.



Planning Commission Agenda Bill

Meeting Date: August 10, 2022 **Agenda Item:** D.1.

Subject: Planning, Community and Economic Development Department Update

Staff Contact: DON MEASAMER

Approved for Submittal to Commission by

DON MEASAMER

LIBBY GRAGE

Grace Pollard

DON MEASAMER

Action Type

Presentation

Summary Statement: PCED Update

Background: NA

Previous Action: Presentation to City Council August 1, 2022

Competing Viewpoints Considered: NA

Recommended Motion: NA

Alternative Actions: NA

Attachments (listed in order presented):

1. Planning, Community and Economic Development Update

Planning, Community and Economic Development Update July 2022



YTD Building Permits

- ▶ YTD BUILDING PERMIT STATS: as of July 18, 2022
- ▶
- ▶ Total # of permit applications received: **561** (543 have been issued)
- ▶
- ▶ Total # of NEW dwelling units: 61 (52 have been issued)
 - ▶ Breakdown of new dwelling units:
 - ▶ 20 New SFRs
 - ▶ 12 New Cottages
 - ▶ 8 Duplex units (4 buildings)
 - ▶ 6 New ADUs
- ▶ 15 Townhomes (3 buildings)

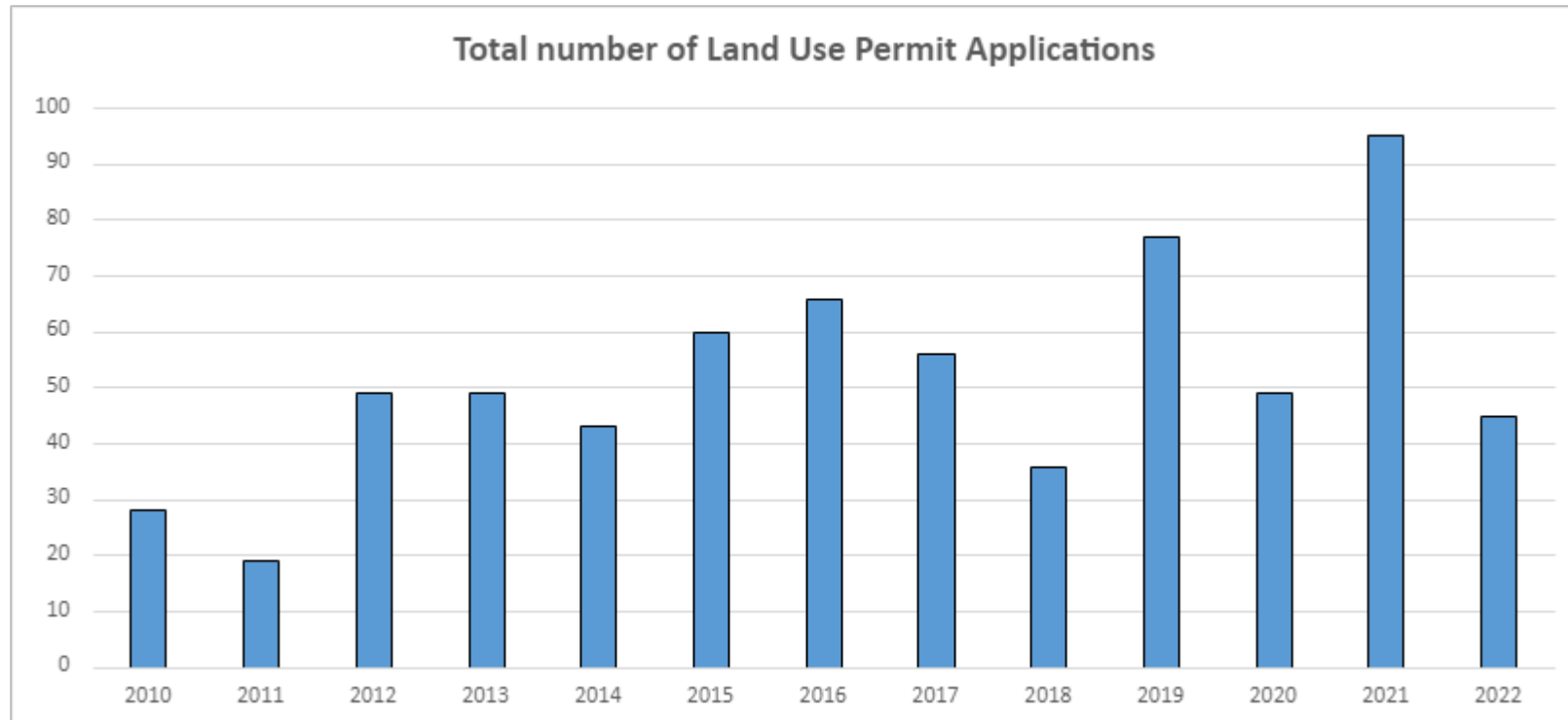




	2019	2020	2021	YTD 2022
Total # of permits <i>issued</i> :	770	788	1021	543
Breakdown of issued units:				
# of new SFRs:	50	47	58	19
# of new Cottages:	0	0	18	13
# of new Duplex units:	0	6	5	8
(# of Duplex buildings):	0	3	2	4
# of new ADUs:	20	14	13	7
# of new Townhome units:	0	0	52	5
(# of Townhome buildings):	0	0	12	1
# of multi-family units:	0	55	21	0
(# of multi-family buildings):	0	6	1	0
Commercial with dwelling units:	0	0	8	0
(# of buildings):	0	0	1	0

Total Building Permits

Total Land Use Permits



Land Use Permits by Type

	ADU	BLA	Clearing/G rading	Critical Areas Exemptions	Critical Areas - Permitted Alt. or Var.	CUP	Depart ures	HMO	PPL/PUD	SEPA (stand-alone)	SLX	SDP	Short Plat	Site Plan	Variances	WSF/W CUP	Total Formal Apps	DRG Apps
2010	2	5				1		0	2	5	8	5	0				28	
2011	3	4				0		0	1	1	5	4	1				19	
2012	5	4				5		3	2	7	13	6	4				49	
2013	4	10				2		7	0	4	17	3	2				49	38
2014	2	14				3		5	1	7	8	3	0				43	27
2015	7	12				7		8	2	7	9	5	3				60	44
2016	6	15				5		4	2	12	11	4	6		1		66	41
2017	13	13				3		4	0	4	14	1	3		1		56	37
2018	3	11				3		1	0	2	11	3	2		0		36	39
2019	22	15				2		6	0	4	19	6	3		0		77	45
2020	13	11				2	4	3	1	2	11	2	4	5	0	0	58	40
2021	14	24	10	5	0	1	1	5	0	0	21	11	2	13	0	4	111	57
2022 (as of 6/23/22)	tracked in build. permit #s	3	3	2	2	3	1	1	0	1	17	1	4	4	0	3	45	25

2021 and 2022 Code Enforcement Cases

2021		
<u>Case Number</u>	<u>Description</u>	<u>Status</u>
21-0001	Work without a permit	Closed
21-0002	Work without a permit	Closed
21-0003	Trash	Closed
21-0004	Setback/Zoning	Open
21-0005	Setback/Zoning	Closed
21-0006	Setback/Zoning	Closed
21-0007	Trash	Open
21-0008	Work without a permit	Open
21-0009	Work without a permit	Closed
21-0010	Right of Way	Open
21-0011	Overgrown Yard	Open
21-0012	Right of Way	Open
21-0013	Lighting	Open
21-0014	Other	Closed
21-0015	Unsafe structure	Closed
21-0016	Overgrown Yard	Closed
21-0017	Setback/Zoning	Closed
21-0018	Right of Way	Open
21-0019	Junk Vehicles	Open
21-0020	RV Living	Open
21-0021	Noise	Closed
21-0022	Overgrown Yard	Open
21-0023	Stormwater	Open

23 cases
11 closed
12 open

2022		
<u>Case Number</u>	<u>Description</u>	<u>Status</u>
22-0001	Junk Vehicles	Open
22-0002	Setback/Zoning	Closed
22-0003	Other	Closed
22-0004	Other	Closed
22-0005	RV Living	Closed
22-0006	RV Living	Closed
22-0007	Setback/Zoning	Closed
22-0008	Other	Closed
22-0009	RV Living	Closed
22-0010	Other	Open
22-0011	Right of Way	Open
22-0012	Lighting	Closed
22-0013	Abandoned Building	Closed
22-0014	Overgrown Yard	Closed
22-0015	Overgrown Yard	Closed
22-0016	Overgrown Yard	Open
22-0017	Overgrown Yard	Closed
22-0018	Overgrown Yard	Closed
22-0019	Lighting	Open
22-0020	Unsafe Structure	Open
22-0021	Other	Closed
22-0022	Other	Open
22-0023	Overgrown Yard	Closed

23 cases
16 closed
7 open

Departure means a provision for applicants to propose alternative means of compliance with a specific standard AMC 19.20.220

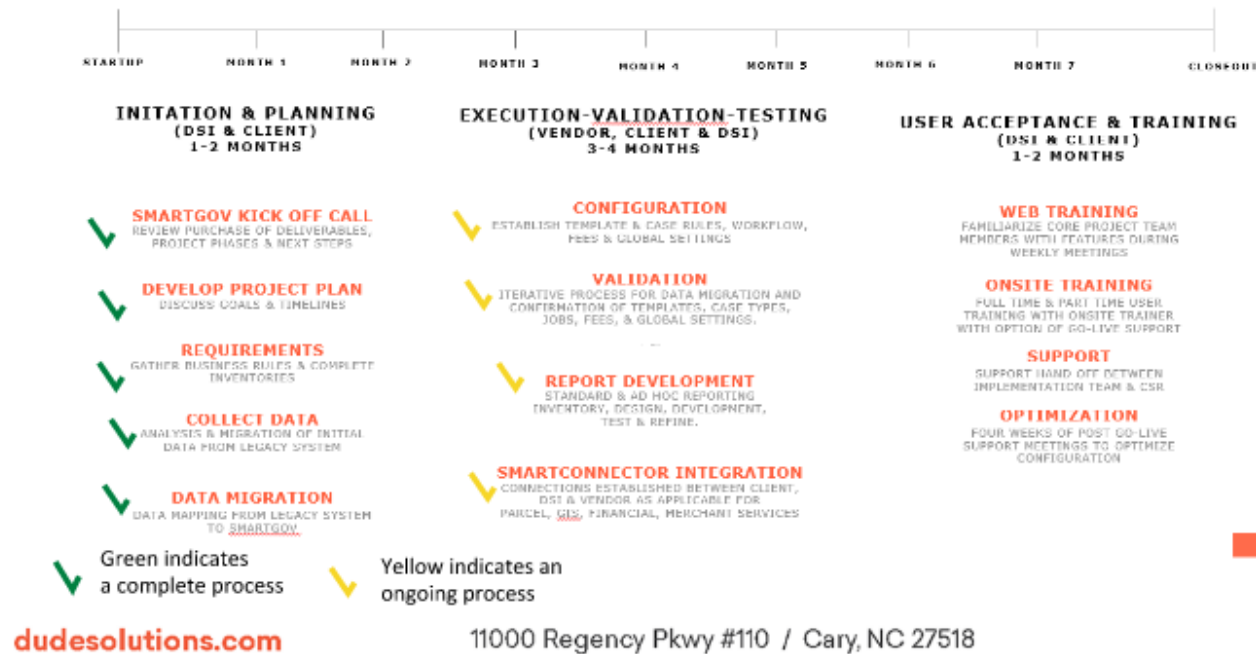
Departures								
CUP-2020-0001	LG	1015 18th St. Parking Lot	Madrona			10' perimeter landscaping	Approved	
PLN-2020-0017	LG	Samish 34th St. Housing	Samish Tribe		19.53 - Woonerf	Woonerf - site access	Approved	
BLD-2020-0735	LG	8237 Summit Park Rd./SR 20 Fencing	Samish Tribe		19.66.040 & 19.61.100(C)(2)	Fence location on Gateway Block Frontage Des. Street	Approved	
PLN-2020-	TC	Skagit Co-housing	D Hill Group				Approved	
PLN-2021-00	TC	AHA 19th St Townhomes	Housing Authority			Open space a mix of individual and group. Exceeds quantity but not dimension requirements	Approved	
	NG	AFC Office Building	Anacortes Family Center	27th & Commercial		Mixed frontage setback from 27th, and transparency standards	Approved	

Smart Gov Progress

Expect to go Live in Fall

Progress update as of 7/20/2022

SMARTGOV High Level Process



Smart Gov Public Portal



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Reports



Documents

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Legislative Projects

- ▶ Proposed Comp Plan/Development Regulation amendments
- ▶ Comp Plan update due 2025, start Land Capacity Analysis 2023
- ▶ SMP update, to cc in August with 3rd draft
- ▶ Riparian Corridors/ Riparian Management Zone (stream buffer update per GMHB)
- ▶ Daycare II as an allowed use in the R4 Use Zone
- ▶ Bonus Height provisions in the R4 Use Zone study area
- ▶ Housing Action Plan (draft existing conditions report)
- ▶ Tree preservation ordinance updates
- ▶ Short term rental research and code updates
- ▶ Parklet use guidelines and regulations
- ▶ Tourism strategic plan update
- ▶ Special event process update

Potential Code Items to Review and update

- ▶ Sign regulations, commercial temporary event signs for grand openings, clarify non-commercial speech signs, review for ease of administration, need full review
- ▶ Block frontage requirements - from commercial to O and Commercial to Q look at mixed block frontage (13th street south)
- ▶ Existing Medical office expansion in Old Town - currently allowed in R3,R3A, R4, R4A, used to be allowed to expand an existing Med Office in Old Town, currently not allowed
- ▶ Landscaping - plan to be developed by landscape architect for sites > 10,000sf, consider raising in LMI Use zone, clarify required for townhomes.
- ▶ More specific standards for recycle, solid waste, food waste for MF, Townhomes etc, pad specs, orientation. When are totes allowed for MF etc.
- ▶ Clarify standards for retaining walls more than 5 feet and how to measure when terraced, use of ecology blocks and or jersey barriers (sculpted blocks).
- ▶ Clarify that conduit for fiber is required in all new developments
- ▶ Clarify the distinction in applicability of certain parts of Div 6 (block Frontage, site planning) to townhouse developments
- ▶ Provide further clarification how ADUs can be created, address ownership
- ▶ Address tent structure setbacks , currently allowed in side and rear setbacks, no minimum



Project Updates

Skagit Co-Housing 30 units 3509 D 70% Complete
Road

Strandberg Crosswinds cottages, 18 units- Anacopper



Strandberg Town Homes 5915 Sunset 20 units 95 %/
Elevation 31 Town Homes 21st & Q 14 units, 90%



32nd & R Town Homes 10
Units 50%



AHA 1010 19th 5 Town Homes
60 %

MJB - Q & 17th



- ▶ Continuing road and utility (infrastructure) construction, completion by end of 2022 (first lift of paving)
- ▶ Future phased development.
- ▶ Working on platting lots
- ▶ Erosion control measures in place, (BMPs)

MJB Property

Site grading and
BMPs



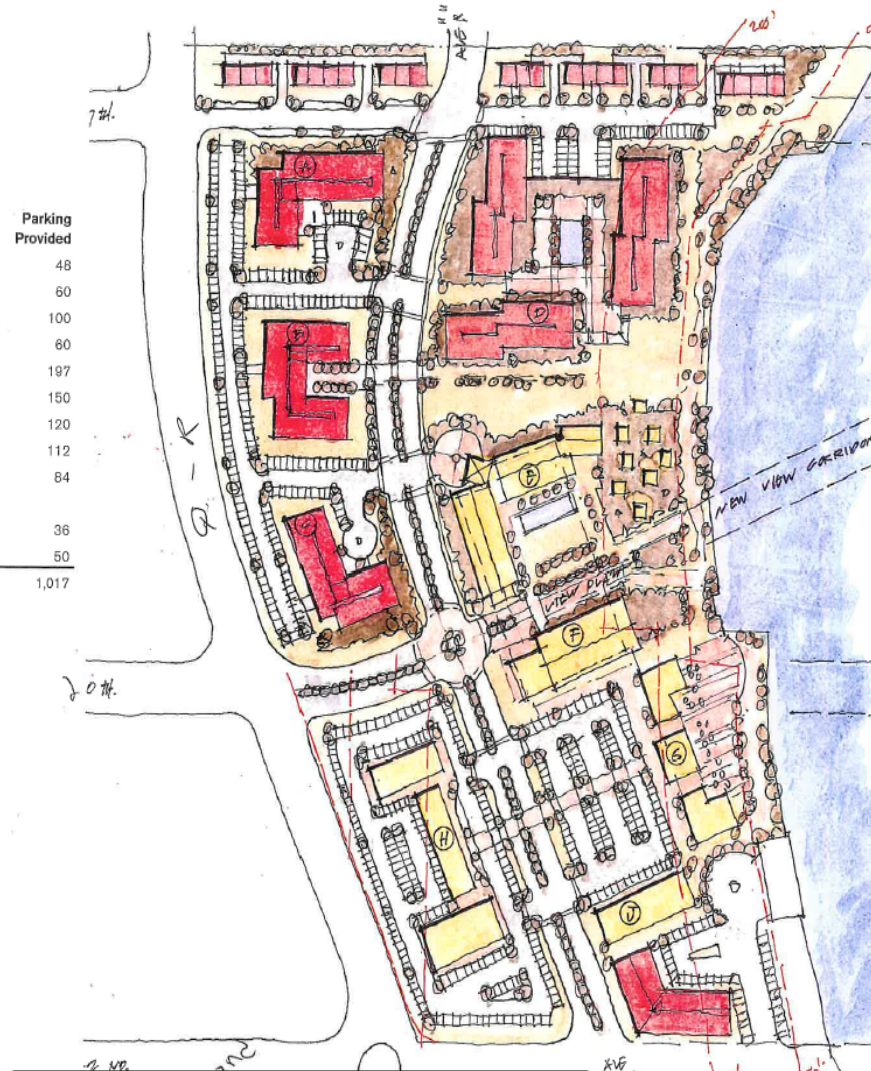
Osprey Nest



MJB Conceptual Plan

CONCEPTUAL SITE PLAN

	Units or SF	Parking Ratio (Per Unit or 1K SF)	Parking Demand	Parking Provided
North Townhomes	24	2.00	48	48
A Garden Apartments	60	1.00	60	60
B Senior Living	100	1.00	100	100
C Garden Apartments	60	1.00	60	60
D Condominiums	120	1.50	180	197
E Boutique Hotel	150 keys	1.00	150	150
F Event Center	12,000	10.00	120	120
G Restaurants	16,000	7.00	112	112
H Retail	21,000	4.00	84	84
J Retail and Housing				
Retail	9,000	4.00	36	36
Housing	50	1.00	50	50
			1,000	1,017



Approximately
31 acres

MMU Zone

Shoreline
restoration and
public esplanade

Majestic Inn - 12 units 90% complete





904 32nd - 5 Townhouses/Kelli Lang Mixed
Use Building 8 Units plus office space



Fidalgo Flats 25 units/ AFC Completed units

Permit Issued for or in Review

- ▶ Samish Low Income Cottages - D Ave - 15 units
- ▶ Samish Child Learning Center - D Ave 4,130 sf
- ▶ Anacortes Family Center Office - 2702 Commercial - 5%
- ▶ Anacortes Family Center -- 1017 26th - 21 units and aprx 4,000 sf early learning
- ▶ Islands Inn conversion to San Juan Apartments - 3401 Commercial Ave - 38 low income units(Per owner)

Economic Development



- ▶ Develop marketing strategy for Sharpes Corner
- ▶ Complete economic development strategic plan with stakeholders, including EDASC and City Council Economic Development Committee
- ▶ Continue work with the newly formed Downtown Alliance (Mainstreet Program)

2023 Tourism Promotion Funds Availability

- ▶ **For the 2023 funding cycle, the City is especially interested in funding:**
 - New events
 - Events in January, February, March, October, November, and December
- ▶ **Tourism Applications are available at:**
- ▶ **<https://www.anacorteswa.gov/558/Lodging-Tax-Advisory-Committee>**
- ▶ **To complete the applications, download the document to your computer, complete the required sections and e-mail the document to joanns@cityofanacortes.org. Completed applications are due back to the City of Anacortes Planning, Community & Economic Development Department by FRIDAY, SEPTEMBER 30, 2022.**
- ▶
- ▶ **If you have questions or need an application mailed to you, please contact Joann Stewart at 360-293-1907.**

CDBG

- ▶ 2021 CDBG FUNDING: \$114,395
- ▶ Projects included Public Services Anacortes Family Center \$14,395
- ▶ Anacortes Family Center The Landing: total \$85,000
- ▶
- ▶ 2022 CDBG FUNDING: \$105,260
- ▶ Projects include Public Services AFC \$15,206
- ▶ Anacortes Housing Authority Public Housing Rehab \$89,471

PCED Team

