

Anacortes Planning Commission Minutes - October 22, 2025

Roll Call

Chairman Linda Martin called to order the Anacortes Planning Commission meeting of October 22, 2025 at 6:00pm. Commissioners Mike Mills, Paul Ryan and Jim Stoneman were present. Commissioners Will McCombs, Frank Jeretzky and Luke Currier were absent and Jim Stoneman moved to excuse them. Paul Ryan seconded. All Ayes.

Pledge of Allegiance

Minutes

Minutes of 09/10/2025, 09/17/2025, 09/24/2025 & 10/01/2025 were submitted for approval.

Minutes from September 10, 2025, were submitted for approval. Mike Mills moved to approve the minutes as submitted. Jim Stoneman seconded. All ayes. The minutes from September 17, 2025, were submitted for approval. Jim Stoneman moved to approve the minutes as submitted. Mike Mills seconded. All ayes. The minutes from September 24, 2025, were submitted for approval and were sent back. The minutes from October 1, 2025, were submitted for approval and were sent back.

Public Comment

No public comments taken.

Public Hearings

2025 Comprehensive Plan Periodic Update - Development Regulation Amendments (Public Hearing)

Libby Grage: Went over order of meeting agenda, which included development regulations amendment summary and reviewed staff memo for recommendations.

Libby Grage: Went over, in detail, all the staff recommendations per Commissioner Mike Mills request.

Paul Ryan: Had concerns about removing the term ‘boarder’ since it is apart from the property code. Will it still be enforced?

Libby Grage: Understands the concern, but the building official has no issues for enforcement. Will not be using the same code for enforcement.

Libby Grage: Continued to review additional staff recommendations.

John Coleman: Advised about a concern that was just presented by the Housing Authority. Title 19.12.020 Definitions defines affordable housing, but section 19.42.050 (D) (3) (a) also has a definition for affordable housing. He proposes that 19.42.050 (D) (3) (a) be changed to refer to 19.12.020 for the definition instead.

Jim Stoneman: Is the city code wrong?

John Coleman: This is a part of the code that was not changing but just needs to be cleared up for all codes to match.

Libby Grage: Continued to review additional staff recommendations.

Linda Martin: Had questions and concerns about removing the P from Single-Family, small lot sizes in OT (Old Town) zone. Would exceptions be made for smaller lots?

Libby Grage: Advised that they are not prohibited to build on lots smaller than 6,000sqft, it would just be conditioned.

Linda Martin: Wants to make sure that OT has the same density as other zones. Such as zone R3.

Libby Grage: Advised that R2A and OT are comparable and that both would be conditioned and not permitted for that same lot size.

Linda Martin: OT was being treated “variability” or was receiving special favors compared to other zones.

Mike Mills: Spoke on how they want to eliminate differences that are not needed or unnecessary.

Exceptions can be provided when needed.

Libby Grage: Advised that if the planning commission wants to keep that as a permitted use, would trigger

other changes in the comprehensive plan and in 19.42 in the municipal code.

Linda Martin: Wants to confirm that it is not a permitted use now.

Libby Grage: Confirmed yes, cannot create new lots that are 5,000sqft or less.

Linda Martin: Wants to make sure that the density increase is consistent throughout all zones.

John Coleman: Then provided clarification that OT was comparable to R2A and R2, which is still consistent. R3 is a higher density area than R2 and R2A.

Libby Grage: Planning Commission can recommend that the P be left for OT, with the minimum lot size change in other sections, to the City Council.

Mike Mills: Asked to see the lot size minimums. Showed concerns on minimum lot size for duplexes and needed explanation.

Libby Grage: Advised on the lot changes for duplexes.

Paul Ryan: Points out that the whole thing with affordable housing is to increase density and reduce traffic issues. Need to make the city more walkable, OT is the most walkable zone to downtown.

Libby Grage: Continued to review additional staff recommendations. Provided definition for NFA- Net Floor Area.

Jim Stoneman and Mike Mills: Talked about the confusion from the previous meeting, about the graphic on the horizontal stepback requirement.

Linda Martin: Showed concern about a public comment on the assisted living update.

Libby Grage: Advised, the information was reviewed and there is no concern for this zone, and this would provide more clarification on the public comment.

Libby Grage: Continued to review additional staff recommendations.

Linda Martin: Pointed out that J Avenue between 22nd and 29th street had not been changed from the last suggestions/recommendations. An exception was made for that street but looks exactly like before.

Libby Grage: Advised it was re-reviewed and that it was acknowledged that there are a school and a pool on that stretch but no impact to it. Also advised that there is no room to include a separate bike lane on that stretch of street. However, she will review the memo about the changes to that street.

Libby Grage: Continued to review additional staff recommendations.

Public hearing opened.

No public comments taken.

Public hearing closed.

Discussion:

Started discussion on the draft Development Regulation Amendments Summary and Recommendations.

Only discussed the pages in question but did not go over every page from the draft.

Mike Mills: Page 8 clarification. Plan commission has no decision on this, but there is a recommendation listed for planning commission in the last 2 columns, Type 3 and Type 4.

Libby Grage: Advised that the table needs updates to remove planning commission from decisions in Column 4.

Mike Mills: Page 16. Minimum lot size for a single-family residence for R4 zones. Concerns with subdividing.

Libby Grage: Advised it would still need to meet current code and cannot just split lots.

Linda Martin: Discussed the density in OT and went over what Paul Ryan had discussed earlier. Staff recommendation is to remove it and planning commission wants to keep it the same that Matrix recommended.

All four agree that it needs to stay with adding the P for smaller lots in OT. To allow more density in OT.

Libby Grage: Page 23. What should the minimum lot size be for a single-family dwelling in OT be?

Paul Ryan: 4,500sqft is recommended.

Libby Grage, Linda Martin and John Coleman: Discussed and agreed that the minimum lot size for duplexes should be re-considered as well. Too dramatic of a change.

Mike Mills: agrees too dramatic and should remove the “or/*” in the duplex minimum lot size. To provide consistency across the board.

Jim Stoneman: Ok with this.

Paul Ryan: Disagrees with changes.

3 out of 4 want to move forward in removing the additional square footage for duplexes, removing the “or” and * from the options.

Linda Martin: Wanted to point out that state law is forcing density and the city does not need to push it any further, not wanting to make too much of a change to the city. Opens it up to the commissioners.

Jim Stoneman: Wants the change.

Mike Mills: Stays with his previous statement in agreement.

Paul Ryan: Is willing to hold on density but not favoring it.

Going back to the Single-Family Residence minimum lot size in OT.

John Coleman: Asking planning commission what their suggestion is for minimum lot size in OT should be?

Linda Martin: Advised 6,000sqft.

John Coleman: Page 16. SF small lot allowing permitting and not conditional or removing it?

Paul Ryan: Agrees to keep it.

All agree.

Mike Mills: Page 28. Small parks to city, not in the cities best interest to take in the responsibility to maintain the open spaces.

Linda Martin: Went over page 24, Housing Action Plan 2.4.4 minimum density.

Mike Mills: Page 56. Impact fees process. There is a max amount that can be charged according to state law.

Mike Mills: Page 58. 19.50.010 E. Exhibit A: City of Anacortes Active Transportation Network Map.

Wants to add wording that it is a planned map or in place.

All commissioners agree that it can be updated.

Mike Mills: Page 67. Oakes and 12th St, when getting expanded with parking.

Linda Martin: The City Council meeting that was on Monday, that 13 spaces are being taken away, with the widening of 12th St.

Linda Martin: Page 73. Has concerns about J Avenue between 22nd and 29th. It is an exception for a collector, cross-section, as secondary active transportation network. She still has concerns with the school and pool on that street.

Libby Grage: Read over the exception and description. Advises that the language does need to be updated, not in a low traffic area. This road is intended to share the lane with bikes and vehicles, but the language needs to be improved.

Linda Martin: Asking if PW director can re-review the recommendation for this area and wants a better choice. Would like options to be provided for this section of road.

Mike Mills: Asking for a motion to send it to city council.

Linda Martin: Yes, along with other motions. 6 changes:

1. The density map 19.42.020, remove "or" and *, removing the smaller amount lot sizes from R2a and R3.
2. Review J Ave exceptions for the collector standards, secondary network active transportation. Between 22nd and 29th St.
3. 19.50.010 E Exhibit E map, add the work "Planned" to title.
4. Retain the single family small lot in OT 19.41.040 in the draft memo and the associated changes.
5. 19.42.050 D.3A to refer to AMC 19.12 definition and any related references.
6. To make the changes to 19.20.030.1, there were 3 changes there related to authority decision-making in the appeals.

Mike Mills: Moves to recommend adopting all the following changes, listed above.

Linda Martin: Reads over all motion items once again, listed above.

Mike Mills: Motion to move.

Jim Stoneman: seconds the motion.

All ayes - motion passes.

Other Business

No other business.

Planning Department Update

John Coleman spoke on planning department updates. Nothing has passed with City Council. Back to regular scheduled planning commissioner meetings. The next planning commissioner meeting is November 12th. November 26th is canceled.

Adjournment

Linda Martin adjourned the meeting at 9:17pm.