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- To watch, listen to, or participate in the meeting live, visit <https://us02web.zoom.us/j/84685300609> or telephone 1-253-215-8782 and enter Meeting ID 846 8530 0609.
- The public is encouraged to comment via email to pced@anacorteswa.gov, via written comment addressed to PCED, P.O. Box 547, Anacortes, WA 98221. 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.
- Complete guidelines for virtual participation in Anacortes Planning Commission meetings are available [here](#). View the quick video example for connecting to the meeting [here](#).

Anacortes Planning Commission
Municipal Building - Council Chambers
904 6th Street

June 9, 2026
6:00 PM

PRELIMINARY AGENDA
[Packet Materials](#) / [Watch Meeting](#)

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Minutes**
 - a. Minutes of 04/14/2026 & 05/12/2026 were submitted for approval
4. **Public Comment**
5. **Public Hearings**
 - a. Draft Public Participation Plan for the Critical Areas Regulations Update
6. **Other Business**
7. **Planning Department Update**
8. **Adjournment**

**Citizens wishing to comment on items not on the agenda may do so under Public Comment. Citizens wishing to comment during a public hearing may do so as those items are considered by the Planning Commission during the course of the meeting.*

The City of Anacortes is committed to making public meetings available and accessible to all members of the community. For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.

Anacortes Planning Commission Minutes - April 14, 2026

Roll Call

Chairperson Frank Jeretzky called to order the Anacortes Planning Commission meeting of April 14, 2026 at 6:00 p.m. Commissioners William McCombs, Linda Martin, Jill Underwood, and Mike Mills were present.

Commissioner Paul Ryan was absent.

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Minutes

Minutes of 03/10/2026

Chairperson Frank Jeretzky asks the planning commission if anyone has comments or questions about the minutes that need to be approved.

Linda Martin: asking for a change, to remove her as the named Chairperson.

Mike Mills motioned to approve minutes with the minor change.

William McCombs seconded the motion.

All Ayes.

Public Comment

Chairperson Frank Jeretzky invited the public to comment on any item not on the agenda.

No one present wished to address the Council on any topic not already on the agenda. No comments.

Public Hearings

LEG-26-05: Vehicle and Boat Sales and Repair Code Amendments

Planning Manager, Libby Grage, presented to the planning commission the proposed amendments to Anacortes Municipal Code (AMC), LEG-26-05: Vehicle and Boat Sales and Repair Code Amendments. The changes would expand the range of permitted uses in the Industrial zone to include additional vehicle repair, boat repair, and boat sales activities, and resolve inconsistencies between how these uses are regulated under different use categories. The staff recommendation also includes prohibiting auto-oriented quick-service uses in the Industrial zone. Libby Grage also went over the background and context of how the permitted uses were defined in 2019 and how staff advised they did not intend to remove repair from the code. General-Service is not a permitted use in the Industrial zone, currently.

Chairperson, Frank Jeretzky opened the public hearing for comments.

John Willoughby, business owner and resident of Anacortes, spoke about how this would benefit his businesses.

Commissioner William McCombs: Asked the speaker, that the current zone does not allow for vehicle or boat repair now?

John Willoughby: Confirmed.

Chairperson Frank Jeretzky closed the public hearing and asked the planning commission if they had any comments.

Discussion Topics Included:

- Definition of Minor Vehicle Repair
- Placement of Zone-Specific Standards to AMC19.44.020 Section G(1)(a).
- Intent of limiting high traffic and quick turnover services in the Industrial Zone
- Sales and Rentals for vehicles and boats within the Industrial zone
- Including tire repair and replacement to the definition of Zone-Specific Standards

Linda Martin moved, seconded by Mike Mills, to recommend the changes of adding vehicle and boat sales and repairs to General-Services and allowing for such services to be allowed in the Industrial Zone to city council with the proposed amendments, with minor structural changes to the table. All Ayes.

Other Business

Shoreline Master Program Update — Review of Proposed Amendments and Project Status

Planning Manager, Libby Grage, went over the Shoreline Master Program Updates by reviewing the proposed amendments and project status in the slide presentation that was added to the packet materials for the meeting. With the purpose being to summarize the work completed to date and outline next steps.

Discussion Topics Included:

- Placement of the Shoreline Environmental Development information
- Possible Guemes Channel trail impacts
- Tree and Vegetation Regulations Enforcement & Inspections
- Previous legal issues

Planning Department Update

Planning, Building and Economic Development Director, John Coleman, provided updates to the department which included the recent Executive Order around permits streamlining by Mayor Ryan Walters. He also welcomed the new Planning Commissioner, Jill Underwood.

Adjournment

Chairperson Frank Jeretzky adjourned the meeting at 8:22pm.

Anacortes Planning Commission Minutes - May 12, 2026

Roll Call

Vice-Chair, Linda Martin, called to order the Anacortes Planning Commission meeting of May 12, 2026, at 6:00 p.m. Commissioners Jill Underwood, William McCombs, Tarn Ohana were present.

Commissioners Mike Mills and Frank Jeretzky were absent.

William McCombs moved to excuse Frank Jeretzky and Mike Mills.

Linda Martin seconded the motion.

All Ayes

Pledge of Allegiance

The assembly joined in the Pledge of Allegiance.

Minutes

Minutes of 04/14/2026

April 14th, 2026 minutes were submitted for approval.

William McCombs moved to table the minutes until the next meeting.

Tarn Ohana the second motion.

All Ayes

Public Comment

Vice-Chair, Linda Martin, invited the public to comment on any item not on the agenda.

No one present wished to address the Planning Commission on any topic not already on the agenda. No comments.

Public Hearings

Shoreline Master Program Periodic Update - Updated Public Participation Plan

Planning Manager, Libby Grage, presented to the planning commission the Shoreline Master Program Periodic Update & Updated Public Participation Plan. The Public Participation Plan outlines how the City will provide for early and continuous public participation throughout the review and update process. The draft for this includes public participation goals, anticipated audiences and partners, communication tools, outreach methods, and preliminary schedule. Libby Grage also went over the Shoreline Master Program Background & Context. As well as the public comments that have been received.

Vice-Chair, Linda Martin, opened the public hearing for comments.

Marlene Finley, 1410 Kellogg, Anacortes, president of Evergreen Islands board. She spoke about the process for public comments and the FAQs that are provided, being very helpful. However, she showed concerns about the difference between informal and formal comments, along with whether planning has considered the rise in the sea level as a part of the plan.

Mark Nihart, Anacortes resident, vice-president of Smart Growth of Anacortes board. Advised that he wants specific information from the comments provided and wants to know the process behind how the comments are reviewed, along with who makes these decisions. He also wants to see the Planning Commission make the public participation process easier and more robust for citizens and non-profits. He then advised that the Planning Commission should be bringing in residents from the community to gain their knowledge to better the SMP. He then advised that the board of Smart Growth of Anacortes would like to see more communication for the community, such as more social media and not paper.

Vice-Chair, Linda Martin, closed the public hearing at 6:22pm and asked the planning commission if they had any comments.

Discussion Topics Included:

- Stakeholders engagement
- Alternative options for Public Participation Plan
- Existing criteria for notices
- Scope and Timeline of the Public Participation Plan that has been going on since 2019
- Concerns to informal and formal comments

William McCombs moved, seconded by Jill Underwood, to recommend the City Council adopt the updated Public Participation Plan for the SMP Periodic Update, presented with the changes to an additional open house in June, clarifying the public comment process, removing the word "informally" from the draft, increasing the details about decision-making process, updating the terminology and clarify Tribal coordination procedures, clarify the scope of the periodic update and provide links to frequently asked questions. All Ayes.

Other Business

Proposed Amendments to AMC 19.20, Application Procedures — Legal Lot Determinations and Criteria for Recognizing Historic Platted Lots (Discussion)

Planning Manager, Libby Grage, presented to the planning commission the proposed amendments to Anacortes Municipal Code (AMC)19.20, Application Procedures — Legal Lot Determinations and Criteria for Recognizing Historic Platter Lots. Libby went over the slide presentation that advised the purpose of the amendment, background information, the proposed code update and the Executive Order 2026-02- Permit Streamlining to the planning commission.

Discussion Topics Included:

- Non-conforming issues
- Recognition of the Lot Review Criteria
- 1978 zoning
- The next steps for the Amendment
- Concerns about adequate provisions

Planning Department Update

Planning, Community, and Economic Development Director John Coleman advised that the last amendment proposed for the General Services went to City Council and was approved right away. He also welcomed the new Planning Commissioner, Tarn Ohana, and advised that the Planning Commissioner, Paul Ryan, had resigned, leaving the position open. The next meeting will be held on June 9th.

Adjournment

Vice-Chairperson, Linda Martin, adjourned the meeting at 7:12pm.

Planning Commission Agenda Bill

Meeting Date: June 9, 2026

Agenda Item: 5.a.

Subject: Draft Public Participation Plan for the Critical Areas Regulations Update

Staff Contact: Libby Grage, John Coleman

Approved for Submittal to Commission by

Libby Grage
John Coleman

Action Type

Public Hearing

Summary Statement: The Growth Management Act (GMA) requires the City of Anacortes to conduct a periodic review and update of its Comprehensive Plan and development regulations, including critical areas regulations, every 10 years. The City completed periodic updates to the Comprehensive Plan and development regulations in December 2025 and is now conducting a review and update of the critical areas regulations to complete the periodic update process. At tonight's meeting, the Planning Commission will hold a public hearing to receive public input on the draft Public Participation Plan. After the public hearing, staff request that the PC make a recommendation to City Council regarding adoption of the PPP.

Background: The Public Participation Plan outlines how the City will provide for early and continuous public participation throughout the review and update process. The draft PPP includes public participation goals, anticipated audiences and partners, communication tools, outreach methods, and a preliminary schedule.

Previous Action: n/a

Competing Viewpoints Considered: This agenda item is a public hearing.

Recommended Motion: I recommend the City Council adopt the Public Participation Plan for the Critical Areas Regulations Update, as presented.

Alternative Actions: Do not recommend approval, or recommend approval with revisions.

Attachments (listed in order presented):

1. Draft CAO Update PPP
2. Public Hearing Notice

Public Participation Plan

City of Anacortes Critical Areas Regulations Periodic Update

Updated: June 1, 2026

Introduction

The City of Anacortes is undertaking a review and update of its critical areas regulations as part of the required periodic review under the Washington State Growth Management Act (GMA, RCW 36.70A). GMA requires that all cities and counties designate and regulate critical areas, which are defined as wetlands, fish and wildlife habitat conservation areas, areas with a critical recharging effect on aquifers used for potable water, frequently flooded areas, and geologically hazardous areas.

This periodic update ensures the City's critical area regulations remain consistent with current state law, reflect Best Available Science (BAS), and continue to perform key functions that enhance our environment and protect us from hazards.

Public Participation Goals

- To provide the public with timely information, an understanding of the process, and opportunities to review and comment, and to have these comments forwarded to decision makers.
- Actively solicit information from citizens, property owners and stakeholders about their concerns, questions and priorities for the review process.
- Encourage the public to review and comment on the update throughout the process.
- Provide forums for formal public input at milestones prior to decision making by local officials.
- Consult and consider recommendations from neighboring jurisdictions, federal and state agencies, and Native American tribes.

Public Engagement Opportunities

Anacortes is committed to providing multiple opportunities for the public to engage in the Update throughout the process. The City will take advantage of various modes of communication to inform the public and encourage their participation. Opportunities will include:

Website

The City of Anacortes's website will house a Critical Areas Regulations update webpage (<https://www.anacorteswa.gov/2091/Critical-Areas-Regulations-Update>) where interested citizens and community members may visit for status updates, draft documents, official notices, minutes, frequently asked questions, and other project information. This webpage will be the primary repository of all information related to the update process. An e-mail link for questions or comments will be provided.

Open House(s)

The Planning Department will host at least one community open house to introduce the update process. (Tentative date is June 30, 2026.) More information will be provided on the project webpage.

E-notice mailing list

An e-notice mailing list of interested persons and organizations has been established. Those on the e-notice list will receive notices regarding update progress. Individuals interested in being on the mailing list may navigate to the City’s Critical Areas Regulations Update webpage and click on “sign up” to receive email notices, then select “Land Use Planning” under “NotifyMe”, or [click here](#) to sign up.

Comments

Interested parties are encouraged to provide comments to the City by letter or email using the contact info below. All comments received will be compiled, reviewed by staff, and provided to the Planning Commission and City Council for consideration. Staff will prepare a comment-response matrix identifying major issues raised, staff analysis, and any resulting revisions to the amendments.

Documents are available for review at the City’s Planning, Community, and Economic Development Department, and copies can be provided at the established copying cost.

To submit comments or for project information, please contact:

Libby Grage Planning Manager Planning, Community & Economic Development Department	Email Address: LibbyB@anacorteswa.gov	Mailing Address: City of Anacortes P.O. Box 547 Anacortes, WA 98221
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Planning Commission (PC)

The Planning Commission will be the primary forum for detailed review and recommendations to the City Council. Interested citizens are encouraged to attend and provide verbal comments to the City during the advertised public hearing(s). Official notices of Planning Commission meetings will be published as established in City policy.

News media

The local news media will be kept up to date on the update process and receive copies of all official notices.

Interested Parties and Tribal Engagement

The City will engage the following stakeholders:

Members of the Public

- Anacortes community members

City Officials

- City Council
- Planning Commission

City Departments and Services

- Public Works
- Parks and Recreation

Other Local Government

- Skagit County
- Port of Anacortes

- Port of Skagit
- Town of La Conner
- City of Mount Vernon
- City of Burlington

State Government

- Department of Ecology
- Department of Fish and Wildlife
- Washington State Parks
- Department of Natural Resources
- Department of Transportation

Federal Government

- US Army Corps of Engineers

Tribal Government Engagement

The City will provide early notice of the critical area regulations update to affected Tribal governments and invite government-to-government consultation throughout the process.

Public Comment Periods and Public Hearings

In addition to a written public comment period, the Planning Commission will conduct at least one public hearing to consider public comments and testimony on amendments prior to making a recommendation to City Council.

The City Council will consider and take action on the PC's recommendation. The Council may adopt the recommended amendments without additional process if the final version is substantially similar to what the public already reviewed, otherwise, the council will provide additional public comment opportunity on proposed changes.

Public notice of future written comment periods and public hearing(s) will be provided in accordance with AMC 19.16, Legislative Actions, including, but not limited to:

- Publication in the Anacortes American
- Publication on the project webpage
- Sending notice to the department's relevant email list(s)

Timeline

The following is a general timeline. This timeline is subject to change.

Timeline (2026)

June – July 2026	Community Open House (6/30/26)
August - September 2026	Prepare draft amendments; environmental review; Planning Commission review/discussion
October – November 2026	Planning Commission public hearing & recommendation to City Council; City Council review and adoption

Updates

This public participation plan may be revised as needed during the amendment process and activities not anticipated may occur or be added without revision of this plan. Errors in exact compliance with this specific public participation plan does not constitute grounds for invalidation of legislation adopted under the amendment, so long as the spirit of the procedures are observed.



Notice of Public Hearing

Publish Date: June 2, 2026

Proposal Name: Public Participation Plan for the Anacortes Critical Areas Regulations Periodic Update

Documents Available At: <https://www.anacorteswa.gov/2091/Critical-Areas-Regulations-Update>

Public Hearing Date: Tuesday, June 9, 2026 at 6:00 PM

Public Hearing Body: Anacortes Planning Commission
City Hall Council Chambers
904 6th Street, Anacortes, WA 98221

Contact Person: Libby Grage, Planning Manager
LibbyB@anacorteswa.gov
360-299-1986

Proposal Description(s):

The City of Anacortes is conducting a periodic review and update of the critical areas regulations in accordance with the Growth Management Act (GMA).

The Public Participation Plan outlines how the City will provide for early and continuous public participation throughout the review and update process. The draft PPP includes public participation goals, anticipated audiences and partners, communication tools, outreach methods, and a preliminary schedule.

For more information about the Critical Areas Regulations and the update process, visit:

<https://www.anacorteswa.gov/2091/Critical-Areas-Regulations-Update>

How to Comment

Email comments are preferred and may be sent to LibbyB@anacorteswa.gov.

Paper comments may be mailed or delivered to:

City of Anacortes
Planning, Community & Economic Development Department
ATTN: Libby Grage - CAO Update
P.O. Box 547 / 904 6th St.
Anacortes, WA 98221

Verbal comments may be made at the Public Hearing. Virtual meeting access and participation information can be found here: <https://www.anacorteswa.gov/700/Meeting-Documents-and-Video>