



TOWN OF LA CONNER PLANNING COMMISSION Meeting Notice

January 7, 6PM

Upper Maple Center, La Conner WA, and Livestreamed
Information is below and on the Town Website

Skagit County Washington
Incorporated 1890
www.townoflaconner.org

Agenda

- I. Convene**
- II. Public Comments** (Topics not otherwise on the Agenda) – Time Limit 3 Minutes
- III. Minutes:** Approve Minutes from the December 17, 2024 meeting.

- IV. Old Business**
 - 1. Status Report – Salmon Development
 - 2. Status Report – Public Participation Program
- V. New Business**
 - 1. 6 Month Work Plan
 - 2. Background Check Paperwork
- VI. Closing Comments:**

Live Streaming Info: <https://laconnerwa.portal.civicclerk.com/>

**TOWN OF LA CONNER
PLANNING COMMISSION MEETING
December 17, 2024**

The Planning Commission meeting was called to order at 6:00 p.m.

Commissioners present: Sommer Holt, Bruce Bradburn, John Leaver, Cynthia Elliott

Commissioners absent: Carol Hedlin

Staff: Michael Davolio, Ajah Eills

PUBLIC COMMENT

Mayor Hanneman thanked the Commission for their hard work in 2024, and acknowledges the complexity and difficulty of the work that the Commission does.

Mayor Hanneman noted that there are three open spots on the Arts Commission and would like to encourage applications to the Arts Commission.

Planner Davolio noted that Langley is a great example of arts integration into a community, and would like to speak to the Arts Commission about how to best achieve that in La Conner.

MINUTES:

Commissioner Leaver moved to approve the minutes with corrections from the December 3rd, 2024 meeting. Seconded by Commissioner Elliott. **Motion to approve the minutes with corrections carried unanimously.**

OLD BUSINESS:

There is no new information related to the 306 Center Street project. Staff expects to hear from the applicants before the end of the year.

The public workshop on the Moore-Clark sub-area plan on December 11th went well, and reached roughly 40 people. This workshop was recorded and placed on the website for public access. In addition, the full results from the community-wide survey are also available on the website.

La Conner will be working with interns from Western Washington University on a number of projects this spring. The first project will be the development of an ADA Transition Plan.

Commissioners were informed that they would be required to fill out background check paperwork because of the new Youth Advisor position. Because of difficulties regarding timing, staff has requested that this paperwork be done at one time.

A member of the public commented on the parking and flood management concepts of the Moore-Clark. There was extended discussion on the sub-area plan. Staff reassured those present that discussions about this plan, and all the included elements, will continue into 2025.

NEW BUSINESS:

There was no new business.

COMMISSIONER COMMENTS/STAFF COMMENTS:

Commissioner Bradburn said that it was a pleasure to work with the Commission, and gave additional thanks to Commissions Holt and Elliott for their attention to detail. He also extended thanks to the Town staff and Mayor for their help and support.

Commissioner Leaver will be the next Commission Chair.

With no further business Commissioner Elliott moved to adjourn the meeting at 6:39 p.m. Seconded by Commissioner Leaver. **Motion carried unanimously.**

Chair

Date

MEMORANDUM

TO: Planning Commission
FROM: Planning Staff
SUBJECT: 6 Month Work Overview
DATE: January 3, 2025

The following is a 6-month overview of the remaining Planning Commission meetings before the Town deadline for the Comprehensive Plan adoption. In addition, La Conner is updating its development code and critical area ordinance to ensure internal consistency. The following schedules combine the GMA and SEPA public notice requirements with the Department of Commerce's 60-day review timeline.

Below is a list of elements, where they are in the process, and when you will see them again. Once an element is finalized, it will not appear before you again until April 15th, which is the date of the public hearing for the Comprehensive Plan amendment.

Finalized Elements:

Chapter 6 - Housing Element
Chapter 10 - Essential Facilities

Small edits needed:

Chapter 5 - Land Use Element (Sub-area plan addition)
Chapter 7 - Transportation Element (ADA Transition Plan – working with WWU Intern)
Chapter 11 - Parks and Recreation Element (Parks Commission Finalization)

Draft Review Needed:

Chapter 1 - Introduction
Chapter 2 – Public Part. et al
Chapter 3 - La Conner Profile
Chapter 4 - Economic Element
Chapter 8 - Utilities Element
Chapter 9 - Capital Facilities
Chapter 12 - Climate Element

Public hearings are highlighted.

- January 2025:
 - January 7, 2025
 - January 21, 2025
 - Draft review: Economic Element, Utilities Element
- February 2025:
 - February 4, 2025
 - Draft review: CAO Ordinance, Introduction, La Conner Profile, Capital Facilities Element
 - February 18, 2025

- Draft review: Land Use Element, Parks and Recreation
- March 2025:
 - March 4, 2025
 - Draft review: Public Participation, Climate Element
 - March 18, 2025
 - CAO Public Hearing
 - Draft review: Transportation Element (ADA Plan)
- April 2025:
 - April 1, 2025
 - Draft review: UDC Updates
 - April 15, 2025
 - Comp Plan Update Public Hearing – All Elements
- May 2025:
 - May 6, 2025
 - UDC Public Hearing
 - May 20, 2025
- June 2025:
 - June 3, 2025
 - June 17, 2025

Final Critical Area Ordinance Update Schedule	
Date	Action
March 3, 2025	Submit the CAO update to the Department of Commerce to begin the 60-day review period. Issue the SEPA determination (DNS or DS) and make the SEPA checklist available.
March 5, 2025	Publish the combined public notice for the GMA public hearing and SEPA process.
March 18, 2025	Hold the public hearing (third Tuesday of the month; GMA 15-day notice requirement met).
March 31, 2025	SEPA comment period ends (if DNS or EIS scoping was required, after a 14- or 21-day period).
April 30, 2025	DOC 60-day review period ends; review and incorporate comments from DOC, SEPA, and the public.
May 13, 2025	Adopt the CAO update or amendment (second Tuesday of the month).

Final Uniform Development Code Update Schedule	
Date	Action
April 15, 2025	Submit the UDC update to the Department of Commerce to begin the 60-day review period. Issue the SEPA determination (DNS or DS) and make the SEPA checklist available.
April 17, 2025	Publish the combined public notice for the GMA public hearing and SEPA process
May 6, 2025	Hold the public hearing (GMA 15-day notice requirement met).
May 20, 2025	SEPA comment period ends (if DNS or EIS scoping was required, after a 14- or 21-day period).
June 9, 2025	DOC 60-day review period ends; review and incorporate comments from DOC, SEPA, and the public.
June 10, 2025	Adopt the UDC update or amendment (second Tuesday).

Final Comprehensive Plan Update Schedule	
Date	Action
April 1, 2025	Submit the draft comprehensive plan update to the Department of Commerce to begin the 60-day review period. Issue the SEPA determination (DNS or DS) and make the SEPA checklist available.
April 8, 2025	Publish the combined public notice for the GMA public hearing and SEPA process.
April 15, 2025	Hold the public hearing (third Tuesday; GMA 15-day notice requirement met).
May 2, 2025	SEPA comment period ends (if EIS scoping was required).
May 30, 2025	DOC 60-day review period ends; review and incorporate comments from DOC, SEPA, and the public.
June 10, 2025	Adopt the comprehensive plan update or amendment (second Tuesday).