



# SAN JUAN COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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## MEMORANDUM

**REPORT DATE:** January 7, 2022  
**TO:** San Juan County Planning Commission  
**CC:** David Williams, DCD Director  
**FROM:** Sophia Cassam, Planner II *sc*  
**SUBJECT:** Status of Planning Commission Recommendation on a Vacation Rental Permit Cap  
**BRIEFING DATE:** January 21, 2022  
**ATTACHMENTS:** A. Planning Commission Recommendation on an ordinance establishing a cap on permits for vacation rental of residences or accessory dwelling units (ADUs); Amending San Juan County Code (SJCC) 18.40.275

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### PURPOSE

To inform the Planning Commission that a public hearing must be held to establish findings and conclusions regarding the recommendation made at the October 15 public hearing on an ordinance establishing a cap on permits for vacation rental of residences or accessory dwelling units (ADUs).

### PUBLIC COMMENTS

Please send all public comments to [VRComments@sanjuanco.com](mailto:VRComments@sanjuanco.com). Please do not copy the County Council, Planning Commission members, or County Staff. Written public comments received by January 20 at 4pm will be provided to the Planning Commission prior to the meeting. Please focus public comments on the issues contemplated in this memo.

To view all public comments on this topic, please visit the 2021 Vacation Rental Code Amendment webpage: <https://www.sanjuanco.com/1826/2021-Vacation-Rental-Code-Amendment>

### BACKGROUND

On October 15, 2021, the Planning Commission held a public hearing regarding a cap on vacation rentals. For background on the vacation rental code amendment project, please see the October 1, 2021 Staff Report for the October 15, 2021 Planning Commission Hearing on a Vacation Rental Permit Cap, available here: <https://www.sanjuanco.com/DocumentCenter/View/24428/>. At the public hearing the Planning Commission made a recommendation on an ordinance establishing a cap on permits for vacation rental of residences or accessory dwelling units (ADUs); amending SJCC 18.40.275 (Attachment A). The Planning Commission did not make findings to accompany the recommendation at the public hearing.

### NEXT STEPS

Per SJCC 2.20.070 Role and function of the planning commission, the Planning Commission must include findings and conclusions when making a recommendation at a public hearing. Because none were made on

October 15, 2021, the Department of Community Development and Prosecuting Attorney's office have determined that the Planning Commission must hold a public hearing to make findings and conclusions to accompany the recommendation. Prior to the public hearing, staff will provide draft findings and conclusions in a staff memo for the Planning Commission's consideration. The public hearing will be held at the scheduled February 18, 2022 Planning Commission meeting.

After the Planning Commission establishes findings and conclusions at a public hearing, staff will brief the County Council on a draft ordinance reflecting the Planning Commission recommendation. The County Council must review the draft ordinance at a minimum of three meetings and hold a public hearing prior to adopting new regulations.



## San Juan County Planning Commission

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### FINDINGS AND RECOMMENDATIONS

**HEARING DATE:** October 15, 2021

**SUBJECT:** An Ordinance Establishing A Cap on Permits for Vacation Rental of Residences or Accessory Dwelling Units (ADUs); Amending San Juan County Code (SJCC) 18.40.275

**APPLICANT:** San Juan County

**LOCATION:** San Juan County

**COMMISSION MEMBERS PARTICIPATING:** Camille Uhlir, Michael Pickett, David Kane, Matt Ellingson, Sheila Gaquin, Steve Smith, and Nick Knoellinger

#### COMMUNITY DEVELOPMENT AND PLANNING

**RECOMMENDATION:** Approval

#### PLANNING COMMISSION RECOMMENDATION:

#### FINDINGS, CONCLUSIONS, AND RECOMMENDATION:

The San Juan County Planning Commission hereby recommends the following:

1. The County Council sets the limit on vacation rentals at 650 permits for a period of five years following the adoption of the proposed ordinance. This is the number of permits that were compliant as of July 31, 2021.

- 229 for San Juan Island
- 334 for Orcas
- 85 for Lopez
- 2 for Other Islands

**RECOMMENDED** this 15th day of October 2021, which constitutes the date of the Planning Commission's action, per State law.

SAN JUAN COUNTY PLANNING COMMISSION

Camille White 10-20-21  
Chair or Vice-Chair Date

[Signature] 10-20-21  
Co-signor Date