CITY OF SEQUIM

MINUTES
Planning Commission Meeting
5:30 PM - Tuesday, September 1, 2026
Council Chambers, 152 W Cedar St., Sequim, WA 98382

1. CALL TO ORDER

The land that we know as Sequim [sxʷčkʷíyəŋ "soo-ch-kwee-ing"] was once inhabited solely by first peoples known as the S'Klallam [nəxʷsƛ̓áy̓əm' "new-sklai-yem"] People, represented by the three Tribal Governments, Lower Elwha Klallam, Jamestown S'Klallam and Port Gamble S'Klallam. We serve as stewards of the land within the City of Sequim with the same care and consideration the S'Klallam / Klallam Tribes has and continues to provide. This acknowledgment is a respect to the S'Klallam People and their history.

The Planning Commission serves as an advisory body to the City Council. The purpose of the Planning Commission is to provide guidance and direction for Sequim's future growth through continued review and improvement to Sequim's Comprehensive Plan, zoning code, shoreline management, environmental protection, and related land use documents. The Planning Commission will have all of the powers and perform each and all of the duties specified by Chapter 35A.63 RCW, as amended, and set forth or amended by ordinance. (Ord. 2009-036 § 1; Ord. 2009-030; Ord. 311 § 2, 1974).

2. ROLL CALL

Present:	Commissioner Cummings, Commissioner Coonts, Commissioner Fane, Commissioner Hueth, Commissioner Lefevre, Commissioner Mahalick
Absent:	Commissioner Habel
Staff Present:	City Manager Matthew Huish, DCED Director Karla Boughton, Senior Planner Travis Simmons, Permit Coordinator Emily Coler, Administrative Assistant Nicholas Waters

3. PLEDGE OF ALLEGIANCE

Chair Eileen Cummings led the flag salute.

4. APPROVAL OF MINUTES - REGULAR SESSION

Regular Session Minutes - August 18, 2026

Minutes approved without changes.

5. PUBLIC COMMENT

Commission Chair Cummings opened the floor for public comment.

Lowell Rathbun provided comments regarding concerns about water supply, sewer and infrastructure capacity and costs, traffic safety, affordable housing, clear-cutting and environmental impacts, and local health care access associated with the proposed West Bay Project.

Kathryn Gates provided comments regarding support for the West Bay proposal based on Sequim's continued growth and the opportunity for the Wayne family to sell their property to the Roloff family as an appropriate developer.

Marij Konwenhoven provided comments regarding support for the West Sequim Bay development while requesting reconsideration of the amount of high-density housing near the estuary.

City resident John Worthington provided remote comments regarding the need to evaluate the feasibility, costs, sea-level-rise impacts, critical-area considerations, walkability, development locations, and public and cultural waterfront access associated with potential East Sequim planning and growth.

David Scully Boothroyd provided comments regarding support for the proposed West Sequim Bay development based on anticipated housing, tax-base, and local business benefits while noting concerns about traffic management, density, water utility considerations, and maintaining public views of the bay.

Rose Marshall stated her opposition to the proposed John Wayne Marina permit and submitted a change.org petition with 1,658 signatures and concerns about water supply and regional drought conditions.

Kaileen Mendell provided comments regarding concerns about water rights, water policy, and water availability in relation to the West Bay Development and other planning proposals.

6. GENERAL BUSINESS

7. NEW BUSINESS

7.1. PUBLIC HEARING: Draft 2025 Comprehensive Plan Periodic Update

Chair Cummings opened the public hearing at 5:53 pm.

Staff Presentation
DCED Director Karla Boughton provided a staff presentation on the publicly noticed 2025 Comprehensive Plan periodic update and associated Title 18 zoning update, describing the Growth Management Act framework, recent state updates related to housing supply, the role of development regulations (Title 18) in implementing the Comprehensive Plan, and that staff recommended continuing the public hearing to October 6, 2026 to allow time to prepare a

consolidated public comment response document due to the volume and breadth of comments received.

Commissioners asked clarifying questions, including discussion of proposed changes to height restrictions in SMC 18.55 and whether discrepancies between zoning districts could be streamlined, and staff confirmed development regulations may be amended in the future and that staff intended to respond to comment letters with options for Planning Commission deliberations.

Public Hearing Comments

Chair Cummings opened the floor to public comments related to the public hearing. Public testimony was received from remote attendees first, followed by in-person speakers, with instructions provided regarding time limits, decorum, and sign-in procedures.

John Worthington (remote) stated he had submitted written comments and alleged the Comprehensive Plan was not compliant with RCW 36.70A.070, citing stormwater issues and the need to recognize and plan for Bell Creek's salmon-spawning function. He urged stormwater planning that avoids impacts to critical areas and argued these issues must be addressed for Growth Management Act compliance.

Bob Travis stated he and his wife have owned property since 1997 and lived in the area since 2007 and urged serious consideration of water limitations, drought, and power supply constraints in future planning. He also raised concerns about the City's capacity to fund infrastructure and police/fire needs and stated rapid or poorly planned growth could negatively affect Sequim's quality of life.

Sean Hatt requested a moment of silence in remembrance of Wendell Berry and stated he had submitted written testimony regarding the West Bay proposal. He urged a planning approach grounded in stewardship and cautioned against a "growth forever" mindset, including reading an excerpt of poetry to emphasize care for place and community responsibility.

Sean Evans stated support for the West Bay development and John Wayne Marina redevelopment, citing respect for the Wayne family and confidence in the developer's experience and stewardship. He stated infrastructure and utility issues should be addressed regardless of project approval and encouraged public-private collaboration on water, power, and transportation.

Sara Tetreault thanked the Planning Commission and stated support for the planned resort community (PRC) development and for the Title 18 amendments submitted by Seabrook.

Ethan Wayne described the family's long ownership of the property and stated they have sought to provide public access and community benefit, including support for the marina and the Olympic Discovery Trail. He described the existing

on-site water system as small and stated additional solutions may be needed as demand grows, and he expressed support for a Seabrook-style development with a mix of housing types integrated into the natural environment.

Casey Roloff thanked the City for the Comprehensive Plan update work and stated West Bay's intent to be a good neighbor and steward of the land. He described requested plan refinements, including additional height to allow greater housing variety and architectural interest.

Carol von Borstel opposed language in draft Comprehensive Plan section CR 1.3 related to groundwater recharge using reclaimed water and requested removal of "recharging groundwater" from the plan. She cited concerns about contaminants, treatment limits, cost, and broader regional impacts to aquifers.

Sam Nielsen (virtual) thanked staff and the Planning Commission for work on the Comprehensive Plan and Title 18 updates and recommended adopting staff comments from the 8/18 and 9/1 crosswalks while continuing work on remaining items through October 6. He referenced an August 25 comment letter requesting targeted changes including height and parking standards to support holistic PRC design.

Louise Hill urged the City to focus on strengthening Sequim's character and creating a walkable community within the existing city rather than emphasizing bay-area development. She stated the referenced development would not address affordable housing needs and encouraged alternatives that better serve local families, children, and older residents.

David Scully Boothroyd stated support for the West Bay proposal and said he and his wife, who live nearby, were enthusiastic about the plan. He stated proximity to the Olympic Discovery Trail mitigates traffic concerns and urged approval, adding that very low-cost housing was not realistic for a bay-front location.

Judy Larson stated she understood testimony should focus on the Comprehensive Plan and noted she had submitted written comments and attended the July 21, 2026 open house. She requested improved access to written comments, urged additional deliberation time, and raised concerns regarding climate change/resiliency, critical areas coordination, aquifer recharge/impervious surface impacts, wildlife corridors, and FLUM/UGA changes and noticing near Priest Road.

Colleen McAleer (virtual) stated growth planning is required under the Growth Management Act and emphasized the need to plan for housing needs across income levels, including households at or below 80% AMI. She encouraged an approach that allows site-specific standards and avoids one-size-fits-all regulations for unique properties or master-planned developments.

Brad Griffith emphasized the need to create housing opportunities so local

children and grandchildren can remain in the community and stated affordability often requires government and private-sector support. He referenced Habitat for Humanity's work toward that goal.

Kalo Vass raised concerns about the City's high-tech/light industrial zoning on the east side of Sequim, asserting it has not attracted the intended employers and has limited viable redevelopment. He suggested reconsidering allowed uses to better align with market demand and improve development outcomes for that area.

Teresa Miller raised concerns about limited local tax resources and argued that recent housing development in nearby areas is not affordable for local families. She stated opposition to proceeding without adequate infrastructure for the West Bay area and urged focusing investment on children, local families, and small businesses/community character.

Lisa Travis raised concerns about local access to medical care, describing difficulty obtaining specialty care and clinician turnover, and asked the Commission to consider medical capacity as part of broader infrastructure and growth planning

Staff stated five additional written comments received by the 4:00 p.m. close would be entered into the record and added to the online comments portal.

Commissioner Questions

Commissioner Fane urged stronger Comprehensive Plan language committing the City to more affirmative action on housing needs for extremely low- and very low-income households if the private market does not produce needed affordability levels. He also requested policy language supporting minimization, disclosure, and monitoring of chemical applications on public lands to protect groundwater and improve public awareness.

Commissioner Hueth stated that the Comprehensive Plan should remain a policy document rather than an implementation document and cautioned against delaying adoption by attempting to resolve all execution-level issues within the Plan itself. Staff confirmed the City is beyond the December 2025 Growth Management Act deadline and out of compliance, while noting the Plan will remain subject to future review and amendment as conditions and state requirements change.

Motion to continue the public hearing on the 2025 Comprehensive Plan Periodic Update and updates to Sequim Municipal Code Title 18 to October 6, 2026, and cancel the September 15, 2026 regular scheduled Planning Commission meeting, in order to provide City staff adequate time to prepare a consolidated public comment response document to support future Planning Commission deliberations.

RESULT:	**Passed 6-0**

MOVER:	Commissioner Mahalick
SECONDER:	Commissioner Lefevre
AYES:	Commissioner Coonts, Commissioner Mahalick, Commissioner Cummings, Commissioner Hueth, Commissioner Lefevre, and Commissioner Fane
ABSENT:	Commissioner Habel

8. GOOD OF THE ORDER

Chair Cummings thanked those community members who attended.

9. ADJOURNMENT

The meeting was adjourned at 7:18 PM.

Motion to adjourn.

RESULT:	**Passed 6-0**
MOVER:	Commissioner Coonts
SECONDER:	Commissioner Mahalick
AYES:	Commissioner Coonts, Commissioner Mahalick, Commissioner Cummings, Commissioner Hueth, Commissioner Lefevre, and Commissioner Fane
ABSENT:	Commissioner Habel

N Waters

Nicholas Waters, Interim Planning Commission Clerk

Eileen Cummings

Eileen Cummings, Chair

CITY OF SEQUIM

MINUTES
Planning Commission Meeting
5:30 PM - Tuesday, October 6, 2026
Council Chambers, 152 W Cedar St., Sequim, WA 98382

1. CALL TO ORDER

The land that we know as Sequim [sxʷčkʷíyəŋ "soo-ch-kwee-ing"] was once inhabited solely by first peoples known as the S'Klallam [nəxʷsƛ̓áy̓əm' "new-sklai-yem"] People, represented by the three Tribal Governments, Lower Elwha Klallam, Jamestown S'Klallam and Port Gamble S'Klallam. We serve as stewards of the land within the City of Sequim with the same care and consideration the S'Klallam / Klallam Tribes has and continues to provide. This acknowledgment is a respect to the S'Klallam People and their history.

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2. ROLL CALL

Present:	Commissioner Cummings, Commissioner Coonts, Commissioner Fane, Commissioner Habel, Commissioner Hueth, Commissioner Mahalick
Absent:	Commissioner Lefevre
Staff Present:	City Manager Matthew Huish, DCED Director Karla Boughton, Public Works Director Christopher Goins, City Engineer Nick Dostie, City Attorney Kristina Nelson-Gross, Senior Planner Travis Simmons, Permit Coordinator Emily Coler, Administrative Assistant Nicholas Waters

3. PLEDGE OF ALLEGIANCE

Chair Eileen Cummings led the flag salute.

4. APPROVAL OF MINUTES - REGULAR SESSION

Regular Session Minutes - September 1, 2026

The minutes were approved without changes.

5. PUBLIC COMMENT

Commission Chair Cummings opened the floor for public comment.

Judy Larson requested consideration of traffic control improvements at the intersection of 7th Avenue and Fir Street, specifically asking whether a stop sign could be reinstated to address speeding and vehicle noise in the area.

6. NEW BUSINESS

6.1. PUBLIC HEARING: Draft 2025 Comprehensive Plan Periodic Update

Commission Chair Cummings re-opened the public hearing at 5:37 PM PDT.

Staff Presentation

DCD Director Boughton presented an overview of the Growth Management Act requirements and the City's periodic comprehensive plan update, including population, housing, and employment planning obligations, the public hearing process to date, and staff's consolidated issues and response materials addressing public testimony, proposed text revisions, and related legal and housing consultant memoranda. She also outlined the recommended hearing and deliberation sequence for the Planning Commission as it considers revisions and formulates its recommendation to City Council.

Commission Chair Cummings opened the floor to Commissioner questions. Commissioner Mahalick asked when Public Comment #76, from the Olympic Peninsula Audubon Society, was received. Staff reported that the comment was emailed at 4:00 pm on the day of the hearing.

Public Comment

Commission Chair Cummings opened the public hearing floor to public comments.

Casey Roloff (remote) voiced his support for the proposed staff changes to the 2025 Draft Comprehensive Plan and asked that the Planning Commission advance the proposal to the City Council.

Kaileen Mendell commented on concerns related to long-term water planning, citing her experience as a West Bay Water Company customer, the unresolved condition of a reservoir identified by state regulators as a public health hazard, uncertainty regarding the timing of a planned system consolidation, and opposition to prioritizing potable reuse under proposed policy CR-1.3 before clearer treatment and monitoring standards are established.

Sara Tetreault thanked the Planning Commission and City staff for their work on the Draft Comprehensive Plan and stated her support for the code as proposed and that it provides a framework for building a great community.

Judy Larson commented on groundwater recharge, critical areas, and wildlife

corridor concerns in the UGA, and urged the Commission to reconsider the proposed regional commercial designation for parcels near Spruce Court and Priest Road identified in Comment #77, stating that higher-density residential use would be more consistent with the County's UGA map, affordable housing needs, and neighborhood character.

Ron Fairclough commented in support of preserving farmland and limiting urban sprawl by encouraging more concentrated and vertically oriented housing development, and he advocated for neighborhood designs that promote mixed-income community interaction and additional support for the Planning Commission.

Therese Lewis commented on the need for more balanced development, pedestrian infrastructure, and safety improvements in the Palo Verde and Priest Road area, noting the lack of sidewalks and crosswalks and expressing concern that additional development without corresponding improvements would further affect walkability and neighborhood access.

Judy Larson urged the Commission to give full consideration to public comments opposing the regional commercial designation in her neighborhood and requested that the Commission take whatever additional time is necessary to deliberate the comprehensive plan update and its potential unintended consequences.

Commission Chair Cummings closed the Public Testimony at 6:09 PM PDT.

Commissioner Deliberation
Commissioners began deliberations on the Draft Comprehensive Plan and SMC Title 18 Draft Ordinance.

Commissioner Heuth observed that the Commission had spent more than 24 months developing the comprehensive plan through an extensive public process, stated that he believed the draft addressed state requirements and provides a strong long-term framework, and noted that the plan is intended to guide future decisions and can be updated over time.

Commissioner Mahalick commented on the late-submitted Audubon letter, comment #76, stating that earlier receipt would have been preferable given the number of issues it raised. She identified a specific suggested revision concerning the use of the word "management" in relation to other land uses and noted that such language would imply a need for corresponding policies or ordinance provisions to implement it. Senior Planner Simmons responded by addressing how that concept could be reflected in the City's planning documents and regulatory framework. The exchange focused on whether the proposed wording would be appropriate and enforceable within the comprehensive plan and future code provisions.

Commissioner Fane commented that he had not had sufficient time to fully

review the Audubon Society's submission, comment #76, in the context of the full Comprehensive Plan, and he noted that additional opportunities for review and public comment would remain during the City Council process.

Commissioner Coons said that the public Issues and Response Memo was helpful in consolidating information responsive to public concerns and in clarifying how existing code and review requirements, such as traffic studies, apply to development proposals. She also suggested preparing a similar informational document for the proposed planned resort development to outline applicable zoning, required studies, and infrastructure obligations in order to help the public better understand the review process.

Commission Chair Cummings requested clarification regarding the action alternative in the supplemental EIS, and DCD Director Boughton explained that the draft supplemental EIS includes both no-action and action alternatives as required under SEPA, with the action alternative corresponding to the 2025 Draft Comprehensive Plan and the no-action alternative corresponding to the 2015 Comprehensive Plan. She also noted that, following the July 13 to August 13 comment period and receipt of two comments, a final supplemental EIS will be prepared and forwarded to City Council as part of the periodic update package.

Motion to recommend approval to the Sequim City Council the 2025 Comprehensive Plan Periodic Update as presented in the September 1, 2026 Planning Commission public hearing staff report, including the Draft 2025 Comprehensive Plan and Appendices (Exhibit A), Draft SMC Title 18 Zoning (Exhibit B), and the Action Alternative evaluated in the Draft Supplemental Environmental Impact Statement (Exhibit C).

In addition, the Planning Commission recommends the revisions to the Draft 2025 Comprehensive Plan and Draft SMC Title 18 as included in Exhibits A and B of the Planning Commission Deliberations and Motion Document (*and any additional revisions identified by the Planning Commission as part of deliberations*), directs Staff to draft the Final Supplemental Environmental Impact Statement, and adopts the Findings, Conclusions and Recommendation identified as Exhibit C of the Deliberations and Motion Document to support the Planning Commission's recommendation (*and any additional findings and conclusions identified by the Planning Commission as part of deliberations*.)

Finally, the Commission acknowledges the written and verbal public comments received at today's continued public hearing and directs that they be included in the public record. Given the timing of their receipt, staff may evaluate and respond to those comments, and may recommend any appropriate revisions directly to City Council as part of the Council's public hearing and adoption process.

RESULT:	**Passed 6-0**
MOVER:	Commissioner Hueth
SECONDER:	Commissioner Fane

AYES:	Commissioner Coonts, Commissioner Mahalick, Commissioner Cummings, Commissioner Hueth, Commissioner Fane, and Commissioner Habel
ABSENT:	Commissioner Lefevre

7. ADJOURNMENT

The meeting was adjourned at 6:33 PM PDT.

Motion to adjourn.

RESULT:	**Carried 6-0**
MOVER:	Commissioner Coonts
SECONDER:	Commissioner Mahalick
ABSENT:	Commissioner Lefevre

Nicholas Waters, Interim Planning Commission Clerk

Eileen Cummings, Chair