

Minutes
Point Roberts Community Advisory Committee
Special Meeting, September 28, 2019

Attendees: Stephen Falk (SF) — At Large
David Gellatly (DG) — CoC
Tessa Pinckston (TP) — PRRVA

1. Call to Order.

The meeting was called to order at 10:02 am.

2. Agenda

The sole agenda item for this special meeting of the PRCAC was to respond to the request by Whatcom County Planning and Development Services (PDS) for the PRCAC's review of Permit Application COM2019-000073 to change the permitted occupancy and to permit porches and awnings for the building at 1480 Gulf Road in Point Roberts.

3. Correspondence

A request was received by DG from Nick Smith of PDS by e-mail of September 20, 2019, with a maximum response period of thirty (30) days, ending October 20, 2019. As stated by Mr. Smith, PDS had received a commercial building Permit Application COM2019-000073 for structural additions and certificate of occupancies for two businesses within an existing structure at 1480 Gulf Road. The proposed application requires the review of PRCAC, pursuant to WCC 20.72.030. Mr. Smith included this description of the project:

AVT Consulting, on behalf of the property owner Point Roberts Mini and Mobile Storage LLC, submitted a commercial building permit application (Whatcom County Permit #: COM2019-00073) to retroactively permit the existing front porch, side awning and two businesses within an existing structure located at 1480 Gulf Road (tax parcel #: 405303117163). The two businesses requesting certificate of occupancies are "Auntie Pam's" – a small retail gift shop and an office for Point Roberts Mini-storage. As stated, this application is to retroactively permit those existing additions and businesses that are located at this site. Signage is not included as part of this permit application. The subject site is located within the Small Town Commercial (STC) zone district, which lists office and retail type uses as a permitted use, pursuant to WCC 20.61.051.

4. Business

DG opened the discussion by reading the description of the project subject of Permit Application COM2019-00007; namely, change of occupancy and permitting of an existing porch and awning, to properly permit has already been in existence for many years. DG noted that SW had, by e-mail, suggested that a checklist should be used to assess the Permit Application, but Nick Smith at PDS had indicated that that was not necessary. DG noted that PDS is interested in prompt review and decision by PRCAC on its position on this Permit Application.

After Public Comment, noted below, **TP made a Motion that the PRCAC convey its agreement with the scope of, and its approval of, Permit Application COM2019-00007. (Seconded by DG). The PRCAC members present voted 3:0 to approve the Motion.**

DG urged that the Minutes be drafted promptly after the end of the special meeting and that they be reviewed and approved by the members present. Once approved by e-mail, DG will forward the Minutes to Nick Smith of PDS. Mr. Smith earlier noted that he would use the Minutes as evidence of the PRCAC's position on this Permit Application.

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5. Public Comment

- * Ramona Ramstead — Ms Ramstead asked for clarification on the scope of the Permit Application. DG briefly summarized the points raised at the outset.

- * Ken Calder — Mr. Calder, as a local contractor, urged the PRCAC to act on this and similar matters promptly. He further questioned the qualification of members of the PRCAC to review and opine on permit applications. He stressed that PRCAC should not slow down the permitting process. DG noted that the PRCAC was acting promptly (the request from PDS was received on September 20, 2019 and the special meeting to address it was taking place on September 28, 2019). Mr. Calder suggested that special meetings should always be called to respond to PDS requests regarding permit application, unless a regular meeting was imminent,.

6. Adjourn

The meeting was adjourned at 10:08 am. (Motion by SF; seconded by DG)