

Community Advisory Group Overview

V2. 03.27.2025

Notes regarding this document

- *This document was originally sent out to CAG members ahead of their first meeting. It was used as a tool for discussion during their March 27 meeting.*
- *The committee members generally agreed that it could be added to and modified in order to provide a basic framework for the meeting series.*
- *Content denoted in blue was added or changed during CAG meeting #1 (March 27, 2025).*

Purpose Statement:

To provide policy recommendations to PDS staff in drafting an Agritourism Code that addresses the Board of County Commissioners' remand criteria, supporting the Skagit County Planning Commission's continued work with **both** the public and the Agricultural Advisory Board to develop a revised recommendation on Agritourism for the Board of County Commissioners.

Resolution [#R20240132](#)

Organization:

The advisory group includes a diverse representation of Skagit County farmers with backgrounds in farming and agriculture, including those with an interest in and/or experience in agrotourism.

Recommended membership structure: Stakeholder group will be comprised of 12-person group from the following:

- Nine (9) producer representatives, three (3) representatives from each of the following: large-scale farms/farmers, small/mid-scale farms/farmers, agritourism operators, including at least one wedding venue operator.
- Three (3) **organization representatives**; one representative from each of the following: Skagit Valley Tulip Festival; Family Festival of Farms; and Skagit Tourism Bureau.

Desired Outcome of 8-meeting series

Group provides specific, actionable, realistic, and **enforceable** recommendations to County Staff on the areas needing refinement identified by the Board (listed above). Recommendations represent group consensus (as possible) by the conclusion of the 8- meeting series (July 2025); dissenting opinions on the recommendations are also included for County staff.

Commented [MOU1]: Some previous language may not have been enforceable or easy to enforce. From PDS perspective, clear=enforceable.

Questions that the group will address (areas needing refinement as identified by the Board of County Commissioners):

1. Define Agritourism and clarify the scope by specifying what activities fall outside the current definition of Agricultural Accessory Uses.
2. Define the criteria for full and lawful participation in the annual Skagit Valley Tulip Festival, ensuring that it is accessible, open, and offers adequate and equitable opportunities for all interested parties.

3. Determine whether Agritourism should be treated the same east of Sedro-Woolley as in the Skagit and Samish Delta areas and define the approach for each scenario.
4. Determine whether temporary use/events are sufficiently detailed in Skagit County Code for agritourism activities within Ag-NRL zoned lands.
5. Assess the consistency of the Proposed Agritourism Code Amendments and existing code with the King County v. Friends of Sammamish Valley State Supreme Court Decision, along with other relevant state-level actions related to agritourism.
6. *Other to be determined by the advisory group.*

Meeting Logistics:

- Eight (8) meetings occurring every two weeks on Thursday facilitated by a neutral third-party (Meg Harris, Triangle Associates Managing Associate, North Sound Lead). Skagit County staff will be present and include Tara Satushek, Senior Planner (Primary Project staff lead). Additional County staff that may be present include Jack Moore, PDS Director and Lavelle Pilon, Administrative Coordinator.
- Meetings will be held at Skagit Publishing Community Room or similar (non-county owned building). The Community Room is located at 1215 Anderson Road, Mount Vernon, WA.¹
- Meetings will be video recorded, transcribed and available to the public.
- Most meetings will be approximately two (2) hours; however, the initial 1-3 meetings will be approximately 2-3 hours to provide an overview and introduction of membership and scope of work.
- While in-person attendance is preferred, virtual/hybrid options will be available upon request for members to ensure consistent participation. In-person alternates or delegates are preferred to virtual attendance.
- Members missing a meeting are encouraged to contact another advisory group member ahead of the following meeting. County staff will provide all members with contact information.

Meeting topics schedule (See also Table 1):

- The first meeting is to set up agreed upon ground rules, preferred times and dates, and decision-making process (recommend: modified consensus), introduction of the project and get to know advisory group members.
- Meetings 2-7 will focus on the five or more areas needing refinement as identified by the Board (page 1).
- By the conclusion of the meeting series, the group members will provide specific, actionable, realistic, and enforceable recommendations on each of the areas identified in the remand resolution, which will be used by PDS staff to draft policy recommendations for the Planning Commission and Board of County Commissioners' consideration.

Meeting times and dates:

Meetings will commence at 9:00 or 9:30 AM. For at least the first three meetings (through April 2025), they will follow an every-other-week schedule, at which point the group members, County

¹ Skagit Publishing Community Room is available Monday through Friday, 8:00 a.m. to 5:00 p.m.

staff, and facilitator can evaluate the meeting frequency. Efforts will be made to reschedule meetings during holiday weeks (June 16 and July 1) to accommodate the advisory group members' schedules.

March 27th, 9:00 a.m.-12:00 p.m., Community Room (Confirmed)
 April 10th, 9:00 a.m.-11:00 a.m., Skagit Publishing; Community Room (Confirmed)
 April 24th, 9:00 a.m. to 11:00 a.m., Padilla Bay Reserve; 10441 Bayview Edison Rd, Mount Vernon, WA 98273 (Tentative Location)
 May 8th, 9:00 a.m.-11:00 a.m., Skagit Publishing; Community Room (Confirmed)
 May 22nd, 9:00 a.m.-11:00 a.m., Skagit Publishing; Community Room (Confirmed)
 June 5th, 9:00 a.m.-11:00 a.m., Skagit Publishing; Community Room (Confirmed)
 June 17th or 20th, Tentative (Thursday is Juneteenth)
 July 3rd, Tentative time- suggest move to the following week

Commented [MOU2]: Dates confirmed and can be added as outlook meetings.

Commented [MOU3R2]: done.

Commented [MOU4]: Dates not yet confirmed; CAG requested additional review at April 10 meeting. Desire for meeting more frequently to speed up process and/or avoiding holiday weeks

Decision making process

The advisory group will use a modified consensus approach to decision making. - group agreed; revisit with full group and members absent at the next meeting. Alternate views or dissention allows PDS staff to understand nuance and communicate this nuance to commission.

[As needed] Other topics that may considered at meeting #2 as deemed necessary by CAG members:

1. Expectations of members, including alternates, guests, and attendance
2. Specific roles and responsibilities within the committee or outside of meeting times
3. Confidentiality considerations
4. Conflict resolution protocols

Table 1. Tentative Topic Schedule

Meeting Date	Topics to Cover	Outcomes/ Deliverables
March 27 th 9:00 AM-12:00 PM	<ul style="list-style-type: none"> Group introductions and agreement Introduction to CAG and OPMA Group Charter 	Draft Group Charter
April 10 th 9:00 AM-	<ul style="list-style-type: none"> Meeting #2 on Group charter Topic Schedule Remand Topic #1 	Group Charter Topic Schedule
April 24 th 9 - 11 AM	<ul style="list-style-type: none"> Revisit remand #1; begin #5 	NA
May 8 th 9 - 11 AM	<ul style="list-style-type: none"> Revisit topic #5 Begin remand topics #2 and #4 OR Begin #3 	Policy recommendation on topics #1 and #5
May 22 nd 9 - 11 AM	<ul style="list-style-type: none"> Revisit remand topics #2 and #4 	Policy recommendation on topics #2 and #4
June 5 th 9 - 11 AM	<ul style="list-style-type: none"> Begin topic #3 and any other topics needing consideration (#6) 	NA
June 17 th or 20 th 9 - 11 AM	<ul style="list-style-type: none"> Revisit topics #3 and #6 as needed 	Policy recommendations on topics #3 and #6

Commented [MOU5]: consider switching for #3 here before getting into 2/4.

July 3rd July 10 th 9 - 11 AM	<ul style="list-style-type: none">• Final recommendations package	Full recommendations package
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