

Regular Meeting of the Planning Commission
February 17, 2026 - 6:30 PM

a. Call to Order

Planning Commission Chair, Joe Franett, called the meeting to order at (6:32PM).

b. Pledge of Allegiance

c. Roll Call

Commissioners Present:

- Planning Commissioner Joe Franett
- Planning Commissioner Joe Fattizzi
- Planning Commissioner Jessica Jasper
- Planning Commissioner Pat Huggins
- Planning Commissioner Cassandra Sexson
- Planning Commissioner Matthew Desvoigne
- Planning Commissioner Madison Bowman

Present Staff:

- Planner Nicole McGowan
- Assistant Planner Ashton Sandoval Oaks
- Community Development Director Tom Glover
- Permit Technician Nicole Pfluger

d. Consent Agenda

1. Minutes from January 20, 2026 Planning Commission Meeting

Minutes from January 20th, 2026, Planning Commission Meeting approved as written.

e. General Public Comments

Please keep comments to three minutes or less. Because state law prohibits the use of city facilities for the purpose of supporting or opposing a campaign or ballot proposition, we respectfully request that public comment not make reference to such matters.

Written comments will be accepted by letter or via email at nmcgowan@sedro-woolley.gov Attn: 'Public Comment.' until 4:30pm the day before the meeting.

General Public Comments Opened at (6:35PM).

The Planning Commission and Staff became aware that the meeting was offline and unrecorded. A recess was called at (6:35PM). Upon the arrival of Information Technology Director, Eulises Tovar Cano, the recording and Zoom went live. The meeting resumed at (7:05PM) followed by Planning Commission Chair, Joe Franett, recapping proceedings for the record.

- No online participants
- No participants were in attendance
- Staff did not receive any written comments

General Public Comments closed at (7:07PM).

f. Public Hearing(s)

g. Unfinished Business

1. Proposed Amendments to Title 15 and Chapters 12.32 and 17.100 SWMC to Add Address and Street Name Standards

Assistant Planner, Ashton Sandoval Oaks, recapped the Proposed Amendments to Title 15 and Chapters 12.32 and 17.100 SWMC to Add Address and Street Name Standards, for the second read. He reminded the Planning Commissioners that this was originally suggested by the City Attorney and Skagit County Address Authority. Ashton is working with the Finance and Streets department to work up appropriate fees. Changes to the Proposed Amendments from the feedback from the previous Planning Commission meeting were covered. Following the recap, Ashton led the Planning Commissioners through a demonstration of an example Notice of Address Change and Notice of Official Address.

Planning Commissioners emphasized the importance of recording the GPS coordinates for emergency response. It was also recommended to include "GPS-based navigation system" in the distribution list for notification regarding address changes and expressed the necessity to ensure it is required by code.

Recommended corrections:

- Page 19 of the packet, 15.24.040 E-2 there are two (2) bullet point number two's (2.).
- Page 23 of the packet, 15.24.050 C-3 mentions 'thirty days after the date the notice is sent'. In other locations it mentions thirty calendar days. It is recommended by Planning Commissioners to have a consistent reference of calendar days.
- Page 24 of the packet, 15.24.100 D-1 mentions 'notified in writing within seven days'. It is recommended by Planning Commissioners to have a consistent reference of calendar days.

The Planning Commission made a motion for a Public Hearing to be held at the March 17, 2026 Planning Commission meeting to address the Proposed Amendments to Title 15 and Chapters 12.32 and 17.100 SWMC to Add Address and Street Name Standards to the existing code.

h. New Business

None.

i. Information/Discussion Items

1. WWU Student Recommendations on Code Updates

City Planner, Nicole McGowan, introduced a new partnership with Western Washington University (WWU) Land Use Regulations course students to work on the Middle Housing Code Updates. This project will give students the opportunity to gain experience in technical writing and give City Staff support on updates to development regulations. Staff will work closely with the students to ensure the product is workable for staff to implement into a formal recommendation to the Planning Commission. Students will present their recommendations to staff on March 4th, 2026, receiving guidance and feedback. They will submit a final memorandum for staff to consider on March 11th, 2026.

It was mentioned to exercise caution in having students work on the code updates. Several Planning Commissioners expressed optimism in having the students new perspectives and ideas to help cultivate change, thinking outside the box and support the opportunity for their involvement.

j. Adjournment

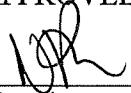
Time (7:56PM).

ATTEST:



Planning Commission Chair

APPROVED:



Planning Commission Secretary