



Regular Meeting of the Planning Commission
May 21, 2024 - 6:30 PM

a. Call to Order

Planning Commission Chair, Joe Franett, called the meeting to order at (6:33 p.m.)

b. Pledge of Allegiance

c. Roll Call

- Present Commissioners: Danielle Freiburger, Matthew Desvoigne, Joe Franett, Pat Huggins and Silas Maddox-virtually
- Absent Commissioners: Cassandra Sexson, and Joe Fattizzi,
- Present Staff: Nicole McGowan, Tom Glover, and Ashton Sandoval Oaks
- Members of public in attendance: 0

d. Consent Agenda

1. Minutes from April 16, 2024 Planning Commission meeting

Minutes from April 16, 2024, meeting were approved.

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.'

(Opened at 6:35 p.m.) There were no written comments to be entered into the record, no members of the public in attendance wishing to speak and no participants online. Public comments closed at 6:36 p.m.

f. Public Hearing(s)

1. Proposed Amendments to Chapter 12.40 SWMC and SWMC 17.50.070 to Update Tree Standards

Planner, Nicole McGowan, gave a brief overview of the proposed amendments to Chapters

12.40 & 17.50 SWMC to update the tree standards. These amendments are intended to rectify the issues that the Planning and Public Works Department have been having with trees being planted too close to underground utility lines or sidewalks, as well as issues with trees that grow exceptionally high being planted underneath overhead utility lines and posing a fire hazard. These issues stem from a lack of a codified requirement that root barriers be installed when trees are planted close to ground infrastructure. Some of the trees currently listed under the recommended trees list in Ch 12.40 SWMC do not fit well into their respective categories. Adding the requirement that root barriers be installed when trees are planted within 5 ft of an underground utility line and or a pedestrian walkway will ensure those infrastructures are better protected. Also, reworking the recommended trees list to include trees that better fit within the categories: small, medium, and large trees, specifying the size of the landscape strip that pertains to each of those categories and identifying trees that are suitable to be located under overhead utility lines. This will help ensure Planning and Public Works Departments have solid regulations to follow when reviewing landscape plans for new development. At the last Planning Commission meeting, staff was tasked with adding the following requirement to the amendment: "The street trees are to be trimmed regularly to maintain a hazard-free environment for all users of the street." This requirement has been added under planting standards. It shall be the responsibility of the adjacent property owner to regularly trim street trees between the ground and 6 feet above the ground surface.

Public Hearing: There were no written comments to be entered into the record, no members of the public in attendance wishing to speak and no participants online. Public comments closed at 6:39 p.m.

Commissioner, Mathew Desvoigne, noted the changes made in the proposed amendment. Commissioner, Danielle Freiburger, mentioned a possible location change and or addition to the trimming language that was added into the planting standards. Language explaining the property owners responsibility for tree trimming was proposed to be added under 12.40.120C, however, it might be better suited under 12.40.060 which already talks about trimming of overhanging trees. The language was found to contradict with Ch 12.40.030. After further discussion it was decided to change the language to say "unless a root barrier is installed according to Public Works Department standards." Commissioner, Pat Huggins, asked for clarification that Planner, Nicole McGowan was able to answer. After further discussion it was decided to clean up the language in the tree standards section due to the conflicting information in each section before the Planning Commission makes a motion. Planning staff will return next month with a revised draft of amendments for presentation and discussion. Following review at the next meeting the Planning Commission will determine whether the proposal will be ready for another public hearing at the following meeting or if further revision will be necessary.

g. Unfinished Business

1. Proposed Amendments to Chapter 2.90, Title 17 SWMC and the Master Fee Schedule

to Add Regulations and Permitting/Impact Fees for Tiny Home Communities

Planner, Nicole McGowan, gave a brief overview of the proposed amendment and shared a Tiny Home Communities presentation with the Commissioners. After looking at seven Cottage Housing Developments throughout the slides, the Planning Commissioners discussed what they liked and disliked about those existing developments and the possibility of allowing for similar communities in Sedro-Woolley. Planner, Nicole McGowan, mentioned it would be worth considering rebranding the name of these developments to "Cottage Housing" or similar to add more appeal and remove confusion surrounding the definition of "Tiny Home". After further discussion, it was decided to set up a workshop and return next month with this proposed amendment.

h. New Business

None

i. Information/Discussion Items

1. Welcome Community Development Director, Tom Glover, and Assistant Planner, Ashton Sandoval Oaks.

Planning Commission Chair, Joe Franett, along with the other commissioners welcomed Community Development Director, Tom Glover, and Assistant Planner, Ashton Sandoval Oaks, to the City. Tom and Ashton both gave brief introductions of themselves to the Commissioners.

j. Adjournment

(Time 8:11 p.m.)

ATTEST:



Joe Franett, Planning Commission Chair

APPROVED:

Planning Commission Secretary