

Regular Meeting of the Planning Commission
September 17, 2024 - 6:30 PM

a. Call to Order

Planning Commission Chair, Joe Franett, called the meeting to order at (6:31pm).

b. Pledge of Allegiance

c. Roll Call

1. Welcome New Planning Commissioner, Jessica Jasper

Planning Commission Chair, Joe Franett, welcomed the new Planning Commissioner, Jessica Jasper.

Present Commissioners:

- Commissioner Cassandra Sexson
- Commissioner Jessica Jasper
- Commissioner Patrick Huggins
- Commissioner Joe Franett
- Commissioner Joe Fattizzi
- Commissioner Danielle Freiburger
- Commissioner Matthew Desvoigne

Absent Commissioners: None

Present staff:

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

Members of the public in attendance: None

d. Consent Agenda

1. Minutes from July 16, 2024 Planning Commission Meeting
Minutes from the July 16, 2024 meeting were approved with edits.

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.'

6:36pm opened general public comments.

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

6:37pm closed general public comments.

f. Public Hearing(s)

1. Proposed Amendments to Chapters 12.40 and 17.50 SWMC to Update Tree Standards
Assistant Planner, Ashton Sandoval Oaks, provided a summary of changes made to the draft amendments. Said changes included language defining the public right-of-way between the planting strip to be both that area between the sidewalk and the curb, and the sidewalk and the property line; what qualifies as a nuisance tree, and explicitly clarified that the city does not have the authority to remove a nuisance tree outside of the right-of-way which does not constitute an immediate danger to public safety or property.

Public Hearing opened at 6:37pm. No participants in attendance.
Closed at 7:03pm.

- Commissioner Huggins proposed a warning to homeowners about the removal of nuisance trees.
- Commissioner Fattizzi proposed a lien or payback system for economically stressed individuals.
 - Community Development Director, Tom Glover, suggests mechanisms may already be in place. Staff will look into the Public Works policies to determine the existing framework for nuisance abatement.
- Commissioner Fattizzi asks for the City to have verbiage for accountability.
- Commissioner Sexson's proposed verbiage for a tree removal plan: Homeowners will get the option first to remove the tree at their own cost and if they don't comply within an amount of time, then the City will remove the tree. The cost of the tree removal will then be charged to the homeowners.
- Commissioners and staff discussed how to spread awareness to the public about existing

policies already in place (e.g., pamphlets, flyers, door hangs, etc.)

- At the next meeting, discuss SWMC 12.40.080: Care and disposition of existing trees. Staff was tasked with ensuring the landowner is notified and to determine who will pay for what and how.
- Discussion of shrubs, vegetation, and landscaping in the right-of-way ensues. Planner, Nicole McGowan, voiced that this point of the discussion is a separate issue for which language does not belong within the Street Trees chapter.
- No requested changes to Chapter 17.50 SWMC as of now.

2. Proposed Amendments to Chapter 17.24 SWMC to Add a Minimum Commercial/Retail Floor Area Requirements for First Floor Area Facing Primary Street Frontage in the Central Business District

Planner, Nicole McGowan, provided background on the City Council's request to increase the minimum Commercial floor area requirements to 75% as opposed to 50%.

Public hearing opened at 7:09pm.

No public participants were in attendance.

Closed at 7:22pm.

Commissioners and staff discussed the following:

- What is allowed within the 75%?
- Current use of upper levels in current commercial buildings within the CBD.
- ADA accommodation requirements, specifically elevator requirements and undue hardship for remodels of older buildings, as well as fire suppression.
- Parking requirements in the Central Business District (CBD).

Commissioner Fattizzi makes a motion to recommend that the City Council approve the proposed amendment specifically to SWMC 17.24.010 to add a minimum commercial/retail space on the first floor area facing primary street frontage in the central business district.

- Commissioner Freiburger seconds the motion.
- Motion passes 7-0.

g. Unfinished Business

1. Proposed Amendments to Chapter 2.90 and Title 17 SWMC to Add Regulations for Cottage Clusters

Planner, Nicole McGowan, gave an introduction to RCW 39.89.02 which defines permanently affordable housing and explains how incentives can be included to promote long-term affordable cottage housing development.

- Commissioners voiced concern about who would be policing the affordability of the development.
- Discussion of development incentives, density bonus', redefining zones, and subdivision.
 - Conditions of approval were discussed as alternative options versus impact fee reduction or density incentives.
 - Commissioner Sexson proposed limiting cottage clusters to R-15 zoning to preserve neighborhoods.
- Discussion of who is responsible for affordable housing, and how to give the option of home ownership or building of wealth.
- Community Development Director, Tom Glover, explained how planning staff efforts are focused on developing a portfolio of different kinds of strategies to address the housing crisis in the city. The state is requiring cities to accommodate housing for all income bands.

No requests for changes at this time. Planning Commission to read through draft regulations and come up with a discussion structure for the next meeting.

Field trip to LaConner or Bellingham to explore more examples of cottage housing was discussed.

h. New Business

1. Proposed Amendments to Title 17 SWMC to Update Residential Parking Standards
Assistant Planner, Ashton Sandoval Oaks, provides background on the City Council's request to update current residential parking standards.

- Discussion began on a portion of the proposed changes.
- Commissioners requested to continue review and discussion on next month's agenda.

Motion to table discussion on the proposed update to residential parking standards until the next meeting by Commissioner Sexson.

- Commissioner Huggins seconds the motion.
- Motion passes 7-0.

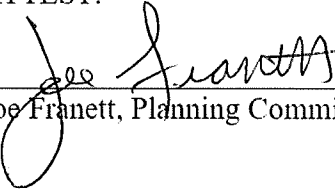
i. Information/Discussion Items

1. September 19, 2024 Housing Forum Invitation
The housing forum on August 24th was very successful. Invitation for Planning Commission to attend the next housing forum meeting on September 19th at 6pm.

j. Adjournment

(Time 8:45pm)

ATTEST:



Joe Franett, Planning Commission Chair

APPROVED:

Planning Commission Secretary