

Regular Meeting of the Planning Commission
October 15, 2024 - 6:30 PM

a. Call to Order

Planning Commissioner Chair, Joe Franett, called the meeting to order at (6:30PM).

b. Pledge of Allegiance

c. Roll Call

Present Commissioners:

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

Absent Commissioners:

- Joe Fattizzi

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 September 17, 2024 Planning Commission Meeting
Minutes from the September 17, 2024 meeting were 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.'

6:43PM Opened general public comments

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

6:43PM Closed general public comments.

f. Public Hearing(s)

None

g. Unfinished Business

1. Proposed Amendments to Chapters 12.40 and 17.50 SWMC to Update Tree Standards
Assistant Planner, Ashton Sandoval Oaks, covers minor revisions to Section 12.40.080 SWMC regarding nuisance trees.

- Brief mention of how the updates and minor changes gave clarification and addressed concerns from the previous meetings regarding nuisance tree abatement procedures.

Commissioner Cassandra Sexson motions to task staff with preparing for the public hearing next month.

Commissioner Pat Huggins seconds at 6:39pm

Passes 6-0

2. Proposed Amendments to Title 17 SWMC to Update Residential Parking Standards
Assistant Planner Ashton Sandoval Oaks presents a slide deck comparing the current to the proposed residential parking standards and amendments to Title 17 SWMC. The proposed amendment addresses the amount of off-street parking, visitor parking, and parking maximums for residential use.

- Commissioner Cassandra Sexson asks for clarification on the decimal points. Assistant Planner Ashton Sandoval Oaks explains that the goal there is to reduce the amount of extensive impervious surfaces but still provide adequate parking.
- Commissioner Matthew Desvoigne comments that the slide deck aids in the understanding of the decimal point system.

- Commissioners requested that SWMC 17.36.030(c) be rewritten to coincide with the proposed table better as the current language is conflicting.
- Commissioner Danielle Freiburger suggests revisiting the verbiage of group home parking regulations.
- Commissioner Pat Huggins expressed concerns about ADU parking and the exemption of visitor parking. Planner Nicole McGowan enlightens the group of ADU's having their own chapter, and suggests removing it from this table. Others also collaborate on potentially having a table including all housing types in one table, in one location.
- Parking space dimensions are discussed and it was proposed to add a dimensions table to reduce the point of contention. City team wants to codify the parking space dimensions in our code, consult with our engineer team and look at Ramsey and Sleeper architectural handbook to aid in drafting specific dimensions.
- Commissioner Joe Franett approaches the subject of loading zones and suggests future thought and discussions of potential options.

(Closed at 7:39PM)

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

Planner, Nicole McGowan, shared the Anacortes Cottage Housing Regulations and suggested we review and use them as a guide to help simplify our own regulations.

- Commissioners share they were impressed, felt the simplified example was easier to understand and thought the pictures were helpful.
- Planner, Nicole McGowan, mentions that when attempting to incentivize affordable housing we don't want to go down the path of over-regulation.
- Commissioner Pat Huggins voiced concern over density, and that the city needs to have a mechanism for professionals to properly plan for density.
- Review of the recommended code simplification sections: density, minimum and maximum number of cottages, setbacks and separations, common open space, shared community buildings, private open space, access and parking, and ADU's not being permitted.
- Planner, Nicole McGowan, asked the planning commissioners to review the Anacortes code and requested they provide her with a few select topics to change within our code.

Commissioner recommendations:

- Similar setback and separation.
- Definition of the clubhouse - calling it something different. Suggested "shared community building".
- Disallow ADU's in association with the cottages except within the clubhouse. Is this for a caretaker? Better definition and review of this.

- Attached duplex cottages, and the potential of their use in higher density zones were discussed.
- Commissioner Pat Huggins is interested in a more generic zoning title system and re-defining what those zones are to have a more accurate portrayal of what can be built in those zones.
- Commissioner Joe Franett suggests researching other affordable housing options, such as land leasing, or land trusts, giving the example of Shelter Bay and La Conner.
- Commissioner Danielle Freiburger asks to simplify the open space requirements.

Closed at 8:42PM.

h. New Business

Community Development Director Tom Glover seeks to coordinate a meeting in December to review the Comprehensive Plan Vision Statement.

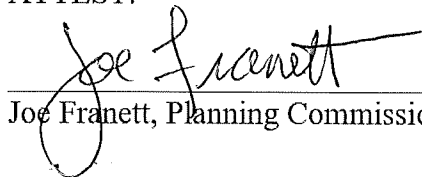
- December 17th, 2024 was agreed upon for this purpose.
- Staff will check if any public notices need to be sent out for notification of the meeting and agenda.

Closed at 8:48PM

i. Adjournment

(Time 8:48PM)

ATTEST:


 Joe Franett, Planning Commission Chair

APPROVED:

 Planning Commission Secretary