



PLANNING COMMISSION

January 21, 2025

6:30 PM

Planning Commission

a. Call to Order

b. Pledge of Allegiance

c. Roll Call

d. Consent Agenda

1. Minutes from December 17, 2024 Planning Commission Meeting

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.

f. Public Hearing(s)

g. Unfinished Business

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

h. New Business

1. Election of 2025 Planning Commission Chairperson and Vice-Chairperson

i. Adjournment

PLANNING COMMISSIONERS

Pat Huggins
Joe Fattizzi

Matthew Desvoigne
Jessica Jasper

Joe Franett

Danielle Freiburger
Cassandra Sexson

The City of Sedro-Woolley complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, limited English proficiency, age, disability, or sex. The City of Sedro-Woolley doesn't exclude people or treat them differently because of race, color, national origin, limited English proficiency, age, disability, or sex.

The City of Sedro-Woolley also complies with applicable state laws and doesn't discriminate on the basis of creed, gender, gender expression or identity, sexual orientation, marital status, religion, honorably discharged veteran or military status, or the use of a trained dog guide or

service animal by a person with a disability.

Join Zoom Meeting

<https://us06web.zoom.us/j/98042863482?pwd=dnpVeXp4YUJYQVBtdm10VTZ2VVlyZz09>

Meeting ID: 980 4286 3482

Passcode: 070388

One tap mobile

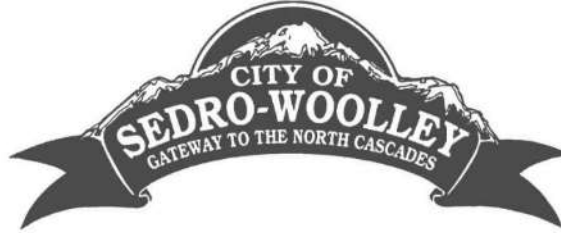
+12532050468,,98042863482#,,, *070388# US

+12532158782,,98042863482#,,, *070388# US (Tacoma)

Dial by your location

- +1 253 205 0468 US

- +1 253 215 8782 US (Tacoma)



Regular Meeting of the Planning Commission
December 17, 2024 - 5:30 PM

a. Call to Order

Planning Commission Chair, Joe Franett, called the meeting to order at (5:35PM).

b. Pledge of Allegiance

c. Roll Call

Present Commissioners:

- Commissioner Joe Franett
- Commissioner Joe Fattizzi
- Commissioner Jessica Jasper
- Commissioner Danielle Freiburger
- Commissioner Cassandra Sexson
- Commissioner Matthew Desvoigne
- Commissioner Pat Huggins - Attended late.

Present Staff:

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

Present Facet Consultants:

- Senior Planner Matt Covert
- Senior Planner Donna Keeler
- Principle Landscape Architect Marina French

d. Consent Agenda

1. Minutes from November 19, 2024 Planning Commission Meeting

Minutes from November 19, 2024, meeting were approved with minor 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.' until 4:30pm the day before the meeting.

5:39PM Opened General Public Comments.

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

5:39PM Closed General Public Comments.

f. Public Hearing(s)

No Public Hearing.

g. Unfinished Business

1. Comprehensive Plan Visioning Workshop

Facet Consultants guided the Commissioners through discussions about the vision statement, aiming to craft a version that reflects the community's current status and aspirations for the next 20 years.

- The 2024 Vision Survey Results from last summer were shared and discussed.
 - 260 responses were received.
 - The top 4 qualities from the survey were shared:
 - The small community feel and walkability
 - The quality of life (enjoyable to live here)
 - The sense of community and engaged, friendly people
 - Proximity to the Cascades and access to recreational opportunities, such as parks, trails, camping, hiking, cycling, and skiing
 - The top 4 greatest concerns were shared:
 - Increase in traffic congestion and driving times
 - Becoming a bedroom community for larger cities in the region
 - Sedro-Woolley losing its quality of life with an increase in growth and tourism
 - The lack of affordable housing
 - The top 4 "hopes" for Sedro-Woolley in the next 20 years:
 - Sedro-Woolley has grown gracefully and maintained its identity, using good site and building design and without sacrificing quality of life.
 - Sedro-Woolley's downtown is a vibrant and thriving place for locals and tourists with a mix of restaurants, shops, galleries and activities.
 - More parks and open spaces are added, including trails.

- Sedro-Woolley has well maintained infrastructure and adequate services and schools that meet daily needs.

Planning Commissioners were guided through some group exercises:

- Reflected on current vision statement and previous iterations. Reviewed other similar community vision statements and reflected on what they envisioned from the statements.
 - The group finds that the Sedro-Woolley community has a common vision that has lasted for the last several vision statements.
- Commissioners and staff were broken up into two groups and tasked with reflecting on a couple further questions.
 - Group Question 1: Mental "Journey" to 2045. What are parts of the current vision statement that feel relevant thinking to 2045? What may be missing?
 - Group Question 2: Quality of life. What is our identity? What types of development do we want to see?

(Closed at 8:16PM)

h. New Business

No new business.

i. Adjournment

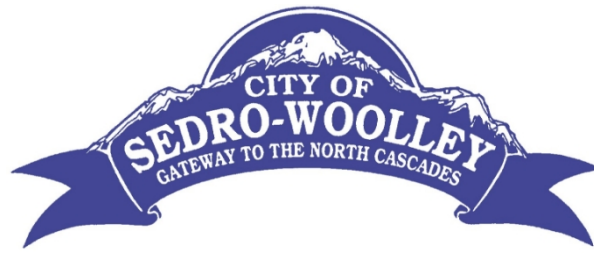
(Time 8:16PM)

ATTEST:

APPROVED:

Joe Franett, Planning Commission Chair

Planning Commission Secretary



Planning Commission Agenda Item

Agenda Item No.: g.1.

Date: January 21, 2025

From: Ashton Sandoval Oaks, Assistant Planner

Subject: Proposed Amendments to Title 17 SWMC to Update Parking Standards

RECOMMENDED ACTION:

Review and discuss the proposed amendments to Title 17 SWMC to update parking standards and propose any recommended changes. If revisions are satisfactory, task staff with preparing for public hearing at the next Planning Commission meeting on February 18, 2025.

ISSUE:

Should the Planning Commission recommend that the City Council approve and adopt the proposed amendments to Title 17 SWMC to consolidate all parking regulations under one chapter and to update off-street parking and loading regulations for residential uses.

BACKGROUND/SUMMARY INFORMATION:

At the June 26, 2024 City Council meeting, staff presented Amendments to Title 17 SWMC to address Work/Live units for adoption by City Council. At this meeting, councilmembers expressed concerns regarding an insufficient amount of off-street parking for residential uses, including Work/Live and multifamily dwelling units. Currently, Title 17 SWMC defines the minimum required off-street parking for residential uses.

As the cost of housing continues to rise, some families choose to relocate themselves into smaller, more affordable dwelling units that may possess an insufficient amount of off-street parking for the size of the household residing in the dwelling. To combat excessive parking in the public right-of-way, the proposed amendments (included herein as **Attachment 1**) are intended to create a scaled approach to the required amount of residential off-street parking, determined according to dwelling unit type and bedroom count. City councilmembers and concerned citizens alike have also noted a lack of visitor parking for multifamily structures. A minimum visitor parking requirement has been incorporated into the draft amendment for these structures.

Despite the lack of parking that is perceived in Sedro-Woolley, parking minimums are continually being reduced or outright eliminated across the country for the purpose of allowing more buildable land capacity for affordable housing, among other reasons. To ensure parking does not dominate those areas of Sedro-Woolley that are designed for their small-town character and walkable nature, parking maximums are proposed only for residential uses in the Central Business District (CBD) and Urban Village Mixed-Use (UVMU) Overlay Zone. These proposed amendments to Title 17 will ensure that

sufficient parking is provided for all residential uses without detriment to the historic character of the city, adjacent properties, and surrounding uses.

During the October 17, 2024, Planning Commission meeting, Commissioners identified several areas to be revised before the following meeting. These changes include adding a provision for loading zones for large multifamily residential developments, consolidating all parking regulations under Chapter 17.36 SWMC, codifying dimensional requirements of parking stalls, and minor grammatical and spelling edits. Planning Department staff also added a new section to Chapter 17.36, entitled 17.36.035 Reductions to required parking minimums, to allow reduced parking for developments that meet certain criteria. Furthermore, staff amended the draft regulations to ensure adherence to the parking requirements outlined in Washington State Senate Bill 6015, included herein as **Attachment 2**.

During the November 19, 2024, Planning Commission meeting, staff was directed to revise the proposed table for improved user readability as well as the proposed loading facility regulations. Furthermore, staff was tasked with considering development standards for angled parking in a private parking lot. After consulting with City Engineering staff, the Planning Department proposes language that references the most recent edition of the WSDOT Standard Plan Manual and allows the City Engineer discretion in determine dimensional standards for private angled parking. Please refer to proposed SWMC 17.36.040 (I) in **Attachment 1**.

On January 15, 2025, House Bill 1299, known as the Parking Reform and Modernization Act, was introduced to the State Legislature and referred to the Committee on Local Government. This pending house bill is included herein as **Attachment 3**.

The proposed amendments are also supported by and implement the following purpose, goals, and policies from the Sedro-Woolley Comprehensive Plan and City of Sedro-Woolley Complete Streets Policy (City Council Resolution 952-17):

Urban Village Mixed-Use Overlay Subarea Plan (appendix C of Land Use Element, 2016 Comprehensive Plan)

Purpose: The UVMU will provide for more efficient use of resources providing for a mixed-use site plan to include [...] walkability, convenience, [...] and reduced dependence on motorized vehicles.

Goal UVMU2: Encourage commerce by creating a pedestrian-friendly environment that accommodates shoppers, employees and residents.

Transportation Element (2016 Comprehensive Plan)

Goal T3: To benefit social wellbeing and economic development through street design.

Policy T3.7: Provide accessible on-street parking for residential development. Provide off-street parking for multi-family residential development consistent with proposed density.

Goal T4: To encourage alternate modes of transportation in accordance with the principals outlined in the City's adopted Complete Streets Resolution 952-17 and SWMC Chapter 15.040.030.

City of Sedro-Woolley Complete Streets Policy (City Council Resolution 952-17)

Policy: The City will plan for, design, construct, operate, and maintain an appropriate and integrated transportation system that will meet the needs of motorist[s], pedestrian[s], bicyclists, wheelchair users, transit vehicles and riders, freight haulers, emergency responders, and residents of all ages and abilities.

FISCAL IMPACT, IF APPROPRIATE:

None anticipated.

ATTACHMENTS:

1. Draft Amendments 4 (1-21-25)

2. SB 6015
3. HB 1299

Chapter 17.04

ADMINISTRATIVE PROVISIONS

Sections:

[17.04.010 Purpose.](#)

[17.04.020 Jurisdiction.](#)

[17.04.030 Definitions.](#)

[17.04.040 Administration and interpretation.](#)

[17.04.050 Nonconforming uses, structures, and lots.](#)

[17.04.060 Fees.](#)

[...]

17.04.030 Definitions.

[...]

“Building” means an enclosed structure capable of being heated. This word shall always be considered as being followed by the phrase “or portion thereof.”

“Central Business District Core” means that area bounded to the north by the Cascade Trail, to the east by Puget Avenue/Fourth Avenue, to the south by the alley between State and Warner Streets, and to the east by the railroad right-of-way. Also included in the Central Business District Core are properties zoned Central Business District that front Metcalf, Ferry, West Ferry, State, and West State Streets.

“Child day care centers” provide temporary care of children as defined by the State Department of Social and Health Services, preschool or nursery school.

[...]

“Ownership” means a lot or group of contiguous lots under the ownership.

“Permanent affordable housing” means housing, regardless of ownership, for which there is a legally binding, recorded document in effect that limits the price at which the owner may sell or restricts the occupancy of the unit to a qualified, low-income household, for a period of at least 40 years for a property used for shelter or rental housing, or for a period of at least 25 years for a property to be owned by a low-income household. These documents include, but are not limited to, affordability covenants, deed restrictions, and community land trust leases. Resale restrictions exercised by providers of permanently affordable housing can include, but are not limited to:

1. Continuous ownership of land by a public entity or nonprofit housing provider with a lease allowing ownership of the structure by an income-eligible household;
2. A nonpossessory interest or right in real property, such as a deed restriction, restrictive covenant, resale restriction, or other contractual agreement, that ensures affordability.

“Permitted use” means a use permitted within a zone, including uses accessory to the permitted use.

[...]

“Structure” means a stationary manmade object or part thereof erected on the ground with an intention of some permanence, excluding objects less than three feet in height.

“Townhouse” means a dwelling in a row of units in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical common walls.

“Trailer” means a device designed to be drawn by a motor vehicle and provide temporary living quarters.

[...]

DRAFT

Chapter 17.16

RESIDENTIAL 15 (R-15) ZONE

[...]

17.16.050 Parking for residential uses in R-15 zone.

The parking requirements for residential uses in the R-15 zone shall be as follows:

Studio	1 space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 8 units

In all cases, there shall be a minimum off-street parking apron of twenty-five feet in length directly in front of all garage door entrances when accessing a street either to the front or side of a residence. Where garage doors access an alley, the off-street parking apron shall be at least ten feet.

Parking spaces counted for residential use shall not also be counted towards nonresidential parking requirements of Chapter 17.36 for other uses in this zone. (Ord. 1906-18 § 1, 2018; Ord. 1484-04 § 6 (part), 2004)

[...]

Chapter 17.20

MIXED COMMERCIAL (MC) ZONE

[...]

17.20.060 Parking for residential uses in the MC zone.

The parking requirements for residential uses in the MC zone shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	<u>11.5 spaces</u>
1-bedroom	<u>2 spaces</u>
2-bedrooms	<u>2.2 spaces</u>
3-bedrooms	<u>3 spaces</u>
4 or more bedrooms	<u>4 spaces</u>
Visitor/overflow spaces	<u>1 additional space per 8 units, 1 additional parking stall per 6 resident parking stalls or fraction thereof.</u>

Parking spaces counted for residential use shall not also be counted towards non-residential parking requirements of SWMC Ch. 17.36 for this zone. (Ord. 1484-04 § 7 (part), 2004)

Chapter 17.21

URBAN VILLAGE MIXED-USE (UVMU) OVERLAY

[...]

17.21.080 Parking—General.

~~A. Intent. The intent of the UVMU overlay is to encourage commerce by creating a pedestrian-friendly environment that accommodates both shoppers and its residents. Providing adequate parking without creating large expanses of parking lots in front of commercial businesses is key to the success of the UVMU overlay.~~

~~The creation of a mixed-use parking district shall be encouraged. Parking may be constructed and maintained for motor vehicles, bicycles or other non-motorized transportation, lease parking and/or other parking that promotes alternatives to driving single-occupant motor vehicles. New development may utilize a shared parking arrangement subject to review and approval by the planning director.~~

~~Partially underground parking structures are encouraged with either landscape or constructed buffers to minimize visual impacts of parking. The Sedro-Woolley design standards and guidelines apply to location and design of parking lots.~~

~~Private driveways, garages and garage entrances shall be at rear and side of buildings; unless deemed unfeasible by civil engineer or planning director.~~

~~The city may enter into a developer agreement (or similar binding agreement) and collect in-lieu fees to develop and manage a mixed-use parking district.~~

~~B. Off-street parking shall be provided for residential dwellings, commercial and retail uses in the UVMU overlay. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)~~

17.21.085 Parking for commercial uses in the urban village mixed-use zone.

~~Subject to any shared parking as approved under Section 17.21.080, parking shall be provided as follows: A minimum of one parking space per three hundred square feet of gross commercial floor area shall be provided. If more than fifty percent of the gross floor area of the first floor is used as commercial area, then only one parking space per six hundred square feet shall be required for the commercial space in excess of fifty percent of the gross first floor commercial space. Parking for commercial uses shall be provided in addition to residential parking requirements. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)~~

17.21.090 Parking for residential uses in the urban village mixed-use zone.

Subject to any shared parking as approved under Section 17.21.080, parking shall be provided as follows:

Table 17.21.090(1)

Townhouse:	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms
Apartment or condominium:	
Studio	1.2 per dwelling unit
One bedroom	1.5 per dwelling unit
Two bedroom	1.7 per dwelling unit
Three bedroom or larger	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms

(Ord. 1931-19 § 2 (Exh. A) (part), 2019)

[...]

Chapter 17.22

TRANSITIONAL MIXED COMMERCIAL OVERLAY

[...]

~~17.22.060 Parking for residential uses in the MC zone.~~

The parking requirements for residential uses in the MC zone shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	11.5 spaces
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 8 units

Parking spaces counted for residential use shall not also be counted towards nonresidential parking requirements of Chapter ~~17.36~~ for this overlay. (Ord. ~~1664-10~~ § 2 (Exh. F))

Chapter 17.24

CENTRAL BUSINESS DISTRICT (CBD) ZONE

[...]

17.24.050 Parking.

~~A.—Intent. To encourage the creation of a downtown parking district administered by the city. It would be authorized to collect in-lieu parking fees from new residential uses downtown and use that revenue, with any other revenue it generates, to manage a downtown parking district. The district may construct and maintain downtown parking for motor vehicles and bikes, lease parking, or otherwise monitor the provision of adequate parking and/or promotion of alternatives to driving.~~

~~B.—The goal of the central business district is to create a pedestrian-friendly environment and to encourage commerce. Parking requirements in the downtown shall be as follows:~~

~~1.—Except for new construction as described in subsection (B)(2) of this section, parking for new buildings in the central business district shall be provided as follows:~~

Tier 1	New buildings with: • 10 or fewer residential units • 4,000 square feet or fewer of commercial space	Residential units associated with commercial/retail use: no off-street parking required. Commercial uses: standard off-street parking per Chapter 17.36. Public uses: no off-street parking required.
Tier 2	New buildings with: • 11 or more residential units • More than 4,000 square feet of commercial space	Residential units associated with commercial/retail use: reduced off-street parking. Commercial uses: standard off-street parking per Chapter 17.36. Public uses: no off-street parking required.

~~2.—Parking for new buildings located within the area bounded on the north and west by the railroad rights-of-way, on the south by the alley in between State and Warner Streets, and on the east by Puget Avenue/4th Avenue shall be provided as follows:~~

Tier 1	New buildings with: • 10 or fewer residential units • 4,000 square feet or fewer of commercial space	Residential units associated with commercial/retail use: no off-street parking required. Retail and restaurant uses: no off-street parking required. Public uses: no off-street parking required. All uses not described: standard off-street parking per Chapter 17.36
Tier 2	New buildings with: • 11 or more residential units	Residential units associated with commercial/retail use: reduced off-street parking. Retail and restaurant uses: no off-street parking required.

	• More than 4,000 square feet of commercial space	Public uses: no off-street parking required. All uses not described: standard off-street parking per Chapter <u>17.36</u>
--	---	--

3.—Reduced residential parking standards referenced in subsections (B)(1) through (2) of this section are as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	1 space
1 bedroom	1 spaces
2 bedrooms	1.5 spaces
3 or more bedrooms	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms

Rooms indicated on building plans as “office,” “extra room,” “play room” or other rooms that may reasonably be considered for use as a bedroom may be counted as bedrooms for parking purposes by the planning director.

4.—New commercial or retail development may propose a shared parking arrangement to the planning director for review and approval.

5.—Parking for residential buildings that do not include commercial uses, as allowed per Section 17.24.010(A)(3), shall be accessed from the alley when an alley exists. The number of spaces required for residential buildings that do not include commercial uses shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	<u>1</u> space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces

Rooms indicated on building plans as “office,” “extra room,” “play room” or other rooms that may reasonably be considered for use as a bedroom may be counted as bedrooms for parking purposes by the planning director.6.—There shall be a minimum off-street

parking apron of twenty-five feet in length directly in front of all garage doors for residential buildings that do not include commercial uses per Section 17.24.010(A)(3). (Ord. 1979-21 § 1 (Exh. A), 2021; Ord. 1664-10 § 2 (Exh. B) (part), 2010; Ord. 1451-03 § 6)

DRAFT

Chapter 17.28 INDUSTRIAL (I) ZONE

[...]

17.28.070 Parking for work/live units in the industrial zone.

The parking requirements for work/live units in the industrial zone shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls</u>
Studio	2 spaces
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 6 units

Work/live units shall provide parking per the table above for the residential use based on the number of bedrooms in the unit. Work/live units shall also provide parking spaces for the business use per the development standards in Section 17.36.030.

Parking spaces counted for the residential portion of the work/live unit shall not be counted towards the parking requirements of Chapter 17.36 for the business portion. (Ord. 2046-23 § 4, 2024)

Chapter 17.36

OFF-STREET PARKING AND LOADING

Sections:

- [17.36.010 When required—Maintenance.](#)
- [17.36.020 Location—Restrictions.](#)
- [17.36.030 Number of spaces required.](#)
- [17.36.035 Reductions to required parking minimums.](#)
- [17.36.040 Development standards.](#)
- [17.36.050 Loading facilities requirement.](#)
- [17.36.060 Cooperative provisions.](#)
- [17.36.070 Third party consents.](#)
- [17.36.080 Repealed.](#)
- [17.36.090 Handicapped parking~~Repealed.~~](#)
- [17.36.092 Parking - urban village mixed-use \(UVMU\) overlay zone.](#)
- [17.36.094 Parking - central business district \(CBD\) zone.](#)

17.36.010 When required—Maintenance.

Whenever a building is built or moved onto a lot, and whenever and to the extent that a building is enlarged and whenever and to the extent that the use of a building changes and the new use is required to provide more off-street parking or loading than the most recent use, then off-street parking or loading shall be provided in accordance with the following requirements. Furthermore, parking and loading so required shall be maintained in a usable, safe condition so long as the land use they serve continues. (Ord. [1013](#) § 3.01.01, 1985)

17.36.020 Location—Restrictions.

A. Off-street parking spaces required shall be located off the public right-of-way in an area with appropriate zoning, and within five hundred feet walking distance of a public entrance to the building served. Parking spaces may be located within the required setback areas except that they shall not be located within any required vision clearance triangle.

B. New retail businesses, restaurants and the first four thousand square feet of all other commercial uses located in an existing building within ~~the area bounded on the north and west by the railroad rights-of-way, on the south by the alley in between State and Warner Streets, and on the east by Puget Avenue/4th Avenue~~ the Central Business District Core as defined in [17.04.030 SWMC](#) may use the city-owned parking lots to accommodate the parking requirements in this ~~chapter~~Chapter. ~~and in Chapter 17.24.~~ This area is substantially developed on zero setbacks from the right-of-way, making it impractical to provide on-site parking to satisfy the purpose and intent of this chapter. ~~New buildings that contain commercial space or residential space associated with commercial space shall provide parking in accordance with~~

~~the tiered parking requirements described in Section 17.24.050 and this chapter.~~ (Ord. [1979-21](#) § 1 (Exh. B), 2021; Ord. [1785-13](#) § 1, 2013; Ord. [1013](#), § 3.01.02, 1985)

17.36.030 Number of spaces required.

The number of required off-street parking spaces shall be as follows, ~~computed to the nearest whole number~~rounded up to the next integer:

- A. Housing reserved for ~~persons sixty years of age and older~~senior citizens: one per dwelling unit;
- B. Group homes: one per resident between the ages of sixteen and fifty-nine, inclusive, excluding persons unable to drive due to disability, plus .5 per such younger, older or disabled person; except that bed and breakfasts and similar transient guest facilities shall provide one space per transient unit plus two for the residing family;
- C. All housing other than the above, subject to any cooperative parking agreements as approved by the Community Development Director or their designee: ~~two per dwelling unit~~;

			Dwelling Unit Type															
			Studio single-family home	1-bedroom single-family home	2-bedroom single-family home	3-bedroom single-family home	4-bedroom single-family home	Studio apartment	1-bedroom apartment	2-bedroom apartment	3-bedroom apartment	4-bedroom apartment	Accessory dwelling unit	Studio or 1-bedroom duplex or triplex unit	2-bedroom (or more) duplex or triplex unit	Studio or 1-bedroom townhouse unit	2-bedroom (or more) townhouse unit	Work/live unit (Residential Parking Only)
Zone Designation	R-1	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-1 Zone										Not Required in R-1 Zone					
	R-5	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-5 Zone										Not Required in R-5 Zone					
	R-7	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	2	3	Not Permitted		
		Required Visitor Parking	Not Required in R-7 Zone										Not Required in R-7 Zone					
	R-15	Minimum Residential Parking	1.5	1.75	2	2.5	3	1.5	1.75	2	2.5	3	Not Permitted	2	3	1.75	2.5	Not Permitted
		Required Visitor Parking	Not Required in R-15 Zone					1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units		Not Required in R-15 Zone		1 stall for every 6 units	1 stall for every 3 units	
	MC	Minimum Residential Parking	Not Permitted					1.5	2	2.5	3	4	Not Permitted					
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						
	UVMU	Minimum Residential Parking	Not Permitted					1.5	1.75	2	2.5	3	Not Permitted			1.75	2.5	Not Permitted
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units				1 stall for every 6 units	1 stall for every 3 units	
		Maximum Residential Parking						2	2.5	3	3.5	4				3	4	
	TMCO	Minimum Residential Parking	Not Permitted					1.5	2	2.5	3	4	Not Permitted					2
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						Not Required in TMCO Zone
	CBD Reduced Parking for Mixed-Use	Minimum Residential Parking	Not Permitted					1	1	1.5	2.5	2.75	Not Permitted					
Required Visitor Parking		Not Required in CBD-core Zone																
Maximum Residential Parking		1.5						2	2.5	3	3							
CBD Parking for Standalone Residential	Minimum Residential Parking	Not Permitted					1.5	1.75	2	2.5	3	Not Permitted	2	3	1.5	2.5	Not Permitted	
	Required Visitor Parking						1 stall per 10 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units		Not Required in CBD-fringe Zone					

|

		Maximum Residential Parking		2	2.5	3	3.5	4		3	3.5	2.5	3.5	
	-	Minimum Residential Parking	Not Permitted											2
		Required Visitor Parking												Not Required in I Zone

DRAFT

1. When residential developments contain multiple dwelling unit types listed above, the required amount of parking shall be individually determined for each residential unit and summed in total. When the required amount of parking stalls for residential units or residential visitors is a fraction of a whole number, the required amount shall be rounded up to the next integer in all cases.
2. Parking spaces counted for residential use shall not also be counted towards non-residential parking requirements for other uses, unless approved by the Community Development Director or their designee through a shared parking agreement or similar binding mechanism. Parking spaces counted for use of a particular dwelling unit shall not also be counted towards parking requirements for other dwelling units.
3. Work/live units shall provide parking per the table above for the residential use in the unit. Work/live units shall also provide parking spaces for the business use per the standards of this Chapter. Parking spaces counted for the residential portion of the work/live unit shall not also be counted towards the parking requirements of the business portion.
4. In the Central Business District Core, as defined in 17.04.030 SWMC, off-street parking is not required for new residential developments of ten or fewer units, with the following exception:
 - a. New construction is accompanied with more than four thousand square feet of commercial space as a mixed-use development, in which case the reduced parking requirements outlined in the table above shall be required.
5. For the purpose of this chapter, bedroom shall be defined by the most recent edition of the International Building Code.
6. Parking for Accessory Dwelling Units (ADUs). Unless the ADU is located within one-half mile walking distance to a major transit stop, as defined in RCW 36.70A.030(25), one off-street parking stall per unit is required in addition to the off-street parking stalls required for the principal residence, regardless of lot size. Parking must be provided on the subject property, either off of an alley or on a driveway. When the property abuts an alley, the off-street parking stall for the ADU shall gain access from the alley. Parking shall be developed in accordance with the standards of this Chapter.

D. Offices (excluding health care offices) and banks: One per three hundred square feet gross floor area plus five vehicle storage spaces per drive-through window;

E. Eating and drinking establishments: one per seventy-five square feet of area open to the public, including outdoor service areas, plus additional as specified by the ~~zoning administrator~~Community Development Director or their designee for drive-through capability;

F. Low-intensity sales and service (lumber, building supplies, feed and grain, large appliances, furniture, motor vehicles, boats, machinery, dry-cleaning, sign making, shoe and clothing repair, locksmiths, photography, saw-sharpening, etc.): one per four hundred square feet of gross floor area plus additional as specified by the [Zoning AdministratorCommunity Development Director or their designee](#) for outdoor sales and activity areas;

G. High intensity sales and service (food, clothing, hardware, household goods, drugs, arts and crafts, auto parts, sporting goods, office equipment, books, plants, jewelry, liquor, musical instruments, barber and beauty shops, laundromats, etc.): one per two hundred fifty square feet of gross floor area open to the public;

H. Churches and funeral homes: one per four occupants at maximum design capacity;

I. Places of public assembly other than the above (auditoriums, stadiums, halls, clubs, theaters, indoor recreation, bus stations, etc.): one per three occupants at maximum design capacity;

J. Hospitals and residential health care facilities: one per three beds;

K. Health care offices and clinics including veterinarians: six per doctor, dentist or other principal personnel;

L. Day care and preschool facilities: one per worker at maximum shift plus adequate loading space.

M. Industry, wholesaling, warehousing, nonpassenger transportation facilities except ministorage: one per 1.5 workers on maximum shift;

N. Open air activities, schools, plant nurseries, public utilities, outdoor recreation, ministorage, drive-through facilities (food, carwash, service stations, etc.) and all other uses not otherwise specified: to be determined by the [zoning administratorCommunity Development Director or their designee](#).

[O. Non-residential uses in the Urban Village Mixed-Use Overlay Zone: refer to 17.36.092 SWMC.](#)

[P. Non-residential uses in the Central Business District Zone: refer to 17.36.094 SWMC.](#)
(Ord. [1013](#) § 3.01.03, 1985)

[17.36.035 Reductions to required parking minimums.](#)

[Reductions to the required minimum parking standards outlined in 17.36.030 of this Chapter may be permitted by the Community Development Director or their designee if the following provisions are applicable:](#)

A. Public Transit Reduction. The required parking minimum may be reduced by up to 20% if the proposed development is within one-quarter mile of a public transit service that provides transportation at a frequency rate of twice per hour for twelve or more consecutive hours on a standard weekday.

B. Underground or Structured Parking Multifamily Residential Development Reduction. The required parking minimum may be reduced by up to 20% if the proposed development incorporates underground or structured parking that satisfies at least 40% of the multifamily residential development's required minimum parking after reduction. A parking requirement reduction for underground or structured parking shall not be granted for single-family residences, ADUs, duplex units, or triplex units. To achieve a parking requirement reduction for underground or structured parking, a minimum of ten parking stalls shall be underground or structured.

C. Permanent Affordable Housing Reduction. The required parking minimum may be reduced by up to 20% if a proposed residential development designates at least 50% of all residential units as permanent affordable housing as defined in 17.04.030 SWMC. If sale price limitation is selected, residential developments which limit the sale of at least 50% of the units to no more than 40% fair market value are eligible for this reduction. If occupancy restriction is selected, residential developments which reserve a minimum of 50% of the units for households with incomes at 80% Area Median Income or below, according to most recent U.S. Census data, are eligible for this reduction. At the time of residential building permit application, the applicant shall submit documentation of a legally binding document indicating the selected method to be recorded with the Skagit County Auditor upon city approval.

D. In no case shall the required minimum parking standard be reduced by more than 40%.

17.36.040 Development standards.

Parking facilities provided in accordance herewith shall:

A. Have access to a public thoroughfare, with ingress and egress designed with respect to intersections, crosswalks and traffic in general so as not to create safety hazards or impedances. Driveways connecting parking spaces to the public thoroughfare shall be at least twelve feet in width if one-way or serving less than ten parking spaces. Otherwise driveway width shall be at least twenty feet;

B. Incorporate maneuvering room so as not to require backing out onto a public street, except that parking spaces serving single-family residences, accessory dwelling units, and duplexes, and triplexes may utilize a street for backing out, provided the street is not an arterial and location is at least fifty feet from all street intersections;

~~C. Be designed so that all vehicles are independently mobile and do not block each other;~~

D. Be surfaced with a dust-free, durable material, provided that the portion of the driveway lying within the public right-of-way shall be paved with a material matching or superior to that of the public thoroughfare;

E. Incorporate provision for drainage so as not to create on-site or off-site drainage problems;

F. Incorporate adequate traffic control devices to inform users of the designed use of spaces, ingress, egress and maneuvering space. Parking spaces, if more than four, shall be separately identified by striping, wheel-stops or other such means. General use of wheel stops to prevent damage to structures and landscaping is recommended, as is lighting of larger parking lots;

G. Provide for convenient pedestrian movement from parking spaces to building entrance, sufficiently separated from or compatible with vehicular traffic to ensure safety;

H. Incorporate effective and attractive sight-obscuring screening if serving a nonresidential use and located in or abutting a residential zone;

I. There shall be a minimum off-street parking apron of twenty-five feet in length directly in front of all garage door entrances when accessing a street whether to the front or side of a residence. Where garage doors access an alley, the off-street parking apron shall be at least ten feet in length for all dwelling unit types.

1. Townhouses, as defined in Chapter 17.04 SWMC, shall have a minimum off-street parking apron on twenty feet in length directly in front of all garage door entrances when accessing a street whether to the front or side of a residence.

J. Be in accordance with the following dimensional requirements, provided the parking stall area excludes striping, wheel stops, curbs, and other similar devices from the required minimum dimensions; provided that a maximum of thirty percent of the total required spaces may be designated for compact cars with a width of seven and one-half feet, length of fifteen feet, and correspondingly reduced maneuvering room as set out in Figures one through three of the ordinance codified in this title, on file in the office of the city clerk. (Ord. 1013 § 3.01.04, 1985)

1. Standard parking stalls accessed at a 90-degree angle shall be no less than eight feet in width and nineteen feet in length.

2. The dimensions of standard parking stalls accessed at an angle not explicitly referenced in this Chapter shall be determined according to the City Engineer using the most recent edition of the Washington State Department of Transportation Standard Plan Manual.

4. A maximum of thirty percent of the total required spaces may be designated for compact cars, provided they are accessed at a 90-degree angle and are no less than seven and one-half feet in width and fifteen feet in length.

a. Parking stalls for compact cars accessed at an angle not explicitly referenced in the Chapter are permitted, provided their dimensions are determined according to the City Engineer using the most recent edition of the Washington State Department of Transportation Standard Plan Manual.

K. Adequate accessible parking shall be provided in conformance with both the most recent edition of the Americans with Disabilities Act (ADA) Standards for Accessible Design released by the U.S. Department of Justice as well as the most recent edition of the Washington State International Building Code, whichever is stricter.

L. Parking stalls for residential use may utilize grass block pavers, as permitted in 36.70A.622 RCW.

17.36.050 Loading facilities requirement.

A. Whenever a building is erected, enlarged, or its use changed, and the new use requires that deliveries be made to the building which, unless special provisions are made (such as proximity within one half mile of a mail carrier or courier), will result in significant traffic hazard or impedance, then adequate off-street loading facilities and maneuvering space for delivery vehicles shall be provided to prevent such hazard or impedance. Special provisions are subject to approval by the Community Development Director or their designee. (Ord. 1013 § 3.01.05, 1985)

1. Loading facilities are not required for single-family residences, ADUs, duplex units, and triplex units.

B. Loading facilities shall be provided for multifamily residential uses in accordance with the following table:

<u>Number of Units Within a Multifamily Residential Development</u>	<u>Minimum Required Loading Facilities</u>
<u>24 or fewer units</u>	<u>No loading facility required.</u>
<u>25 – 49 units</u>	<u>1 loading facility required.</u>
<u>50 – 125 units</u>	<u>2 loading facilities required.</u>

<u>126 or more units</u>	<u>3 loading facilities required, plus 1 for every additional 100 units.</u>
--------------------------	--

C. Loading facilities shall be designated parking stalls that are clearly marked as such and must display signage indicating stopping for the purpose of loading or unloading people and/or goods shall not exceed thirty minutes. Loading facility dimensions shall comply with the following:

1. Loading zones accessed at a 90-degree angle shall be no less than ten feet in width and twenty-five feet in length.

2. Loading zones accessed parallel from the travel lane shall be no less than ten feet in width and thirty feet in length.

3. The dimensions of loading zones accessed from an angle not explicitly mentioned above shall be determined according to the City Engineer or their designee.

4. Adequate turning clearance for loading facilities shall be provided with consideration for large vehicles and trucks. The requirements for turning clearance shall be determined according to the City Engineer or their designee.

D. When more than one loading facility is required for a multifamily residential development, the loading facilities shall be dispersed across various locations on the property. Multiple loading facilities shall not be clustered together.

17.36.060 Cooperative provisions.

Parking and loading facilities may be provided cooperatively, either through private arrangements or by means of a fee-in-lieu public parking program administered by the city. ~~If the uses party to such a cooperative provision generate their peak parking demand at different times, the zoning administrator may reduce the total parking requirement from that which would be required separately to a number representative of the greatest demand likely to occur at any one time.~~

A. The amount of required parking stalls shall not be less than the minimum required amount of parking stalls for the most intense use within a cooperative parking arrangement.

B. If the uses party to such a cooperative parking arrangement generate their peak parking demand at different times, the Community Development Director or their designee may reduce the total parking requirement from that which would be required separately to a number representative of the greatest demand likely to occur at any one time.

(Ord. [1013](#) § 3.01.06, 1985)

17.36.070 Third party consents.

If the required parking or loading is to be provided on land not owned or leased by the applicant, proof shall be supplied of the owner's consent provided that such consent shall not be construed to constitute an obligation of any greater permanence than is explicit therein. At such time as such consent is withdrawn, the use by virtue of which such parking or loading has been required shall cease unless alternative arrangements have been made for compliance with these requirements. (Ord. [1013](#) § 3.01.07, 1985)

17.36.080 Verification.

Repealed by Ord. [2042-23](#). (Ord. [1013](#) § 3.01.08, 1985)

~~17.36.090 Handicapped parking.~~

~~Parking spaces shall be provided for the handicapped and shall be clearly signed or marked with stenciled notation on the pavement designating such use and shall be posted with an approved handicapped parking sign directly in front of the stall. Each space shall be at least eight feet wide and shall have an adjacent access aisle five feet wide minimum. Two accessible parking spaces may share a common access aisle. Van spaces shall be sixteen feet in width to include the access aisle. Parking spaces and access aisles shall be level with surface slopes not exceeding 1:50 in all directions. Parking spaces shall be located closest to the handicapped accessible entrance with an accessible route provided to that entrance. Parking spaces for the handicapped shall be provided as follows:~~

Total Parking Provided	Minimum Number Required for the Handicapped
6—25 spaces	1 space
26—50 spaces	2 spaces
51—75 spaces	3 spaces
76—100 spaces	4 spaces
101—150 spaces	5 spaces
151—200 spaces	6 spaces
201—300 spaces	7 spaces

Total Parking Provided	Minimum Number Required for the Handicapped
301—400 spaces	8 spaces
401 and over	To be arranged with the zoning administrator

(Ord. 1312-98 § 1 (part), 1998)

17.36.092 Parking – urban village mixed-use (UVMU) overlay zone.

A. Intent. The intent of the UVMU overlay is to encourage commerce by creating a pedestrian-friendly environment that accommodates both shoppers and its residents. Providing adequate parking without creating large expanses of parking lots in front of commercial businesses is key to the success of the UVMU overlay.

The creation of a mixed-use parking district shall be encouraged. Parking may be constructed and maintained for motor vehicles, bicycles or other non-motorized transportation, lease parking and/or other parking that promotes alternatives to driving single-occupant motor vehicles. New development may utilize a shared parking arrangement subject to review and approval by the Community Development Director.

Partially underground parking structures are encouraged with either landscape or constructed buffers to minimize visual impacts of parking. The Sedro-Woolley design standards and guidelines apply to location and design of parking lots.

Private driveways, garages and garage entrances shall be at rear and side of buildings; unless deemed unfeasible by the City Engineer, Community Development Director, or their designees.

The city may enter into a developer agreement (or similar binding agreement) and collect in-lieu fees to develop and manage a mixed-use parking district.

B. Off-street parking shall be provided for residential dwellings, commercial and retail uses in the UVMU overlay. Off-street parking for residential use shall be limited with parking stall maximums to reduce automobile dependency and overexpansion of asphalt. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)

C. Subject to any shared parking agreement as approved by the Community Development Director or their designee, non-residential parking in the Urban Village Mixed-Use (UVMU) Overlay Zone shall be provided as follows:

1. A minimum of one parking space per three hundred square feet of gross commercial floor area shall be provided. If more than fifty percent of the gross floor

area of the first floor is used as commercial area, then only one parking space per six hundred square feet shall be required for the commercial space in excess of fifty percent of the gross first floor commercial space.

2. Parking for commercial uses shall be provided in addition to residential parking requirements outlined in 17.36.030(C) SWMC.

17.36.094 Parking – central business district (CBD) zone.

A. Intent. To encourage the creation of a downtown parking district administered by the city. It would be authorized to collect in-lieu parking fees from new residential uses downtown and use that revenue, with any other revenue it generates, to manage a downtown parking district. The district may construct and maintain downtown parking for motor vehicles and bikes, lease parking, or otherwise monitor the provision of adequate parking and/or promotion of alternatives to driving.

B. The goal of the central business district is to create a pedestrian-friendly environment and to encourage commerce. Parking requirements for non-residential uses in the Central Business District shall be as follows:

<u>Location</u>	<u>Required Minimum Parking for Non-Residential Uses</u>
<u>Within the Central Business District Core</u>	<u>Retail and restaurants: No off-street parking required.</u> <u>Public Use: No off-street parking required.</u> <u>Non-residential uses not described: Refer to 17.36.030 SWMC.</u>
<u>Outside of the Central Business District Core</u>	<u>Commercial use: Refer to 17.36.030 SWMC.</u> <u>Public use: No off-street parking required.</u>

C. New commercial or retail development may propose a shared parking arrangement to the Community Development Director or their designee for review and approval, subject to the requirements in 17.36.060 SWMC.

D. Parking requirements for residential use in the CBD shall be in accordance with the requirements in 17.36.030(C) SWMC.

Chapter 17.100

ACCESSORY DWELLING UNITS (ADUS)

[...]

17.100.030 Standards and criteria.

[...]

J. ~~One off-street parking space is required in addition to the off-street parking spaces required for the principal residence. Parking must be provided on the subject property, either off of an alley or on a driveway. When the property abuts an alley, the off-street parking space for the accessory dwelling unit shall gain access from the alley.~~ Parking shall be developed in accordance with the standards in Chapter [17.36](#).

[...]

CERTIFICATION OF ENROLLMENT
SUBSTITUTE SENATE BILL 6015

68th Legislature
2024 Regular Session

Passed by the Senate March 4, 2024
Yeas 28 Nays 21

President of the Senate

Passed by the House February 29, 2024
Yeas 95 Nays 1

Speaker of the House of
Representatives

Approved

Governor of the State of Washington

CERTIFICATE

I, Sarah Bannister, Secretary of
the Senate of the State of
Washington, do hereby certify that
the attached is **SUBSTITUTE SENATE
BILL 6015** as passed by the Senate
and the House of Representatives on
the dates hereon set forth.

Secretary

FILED

Secretary of State
State of Washington

SUBSTITUTE SENATE BILL 6015

AS AMENDED BY THE HOUSE

Passed Legislature - 2024 Regular Session

State of Washington 68th Legislature 2024 Regular Session

By Senate Local Government, Land Use & Tribal Affairs (originally sponsored by Senators Shewmake, Kuderer, and Llias)

READ FIRST TIME 01/31/24.

1 AN ACT Relating to parking configurations for residential uses;
2 and adding a new section to chapter 36.70A RCW.

3 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

4 NEW SECTION. **Sec. 1.** A new section is added to chapter 36.70A
5 RCW to read as follows:

6 (1) Cities and counties planning under this chapter shall enforce
7 land use regulations for residential development as provided in this
8 section:

9 (a) Garages and carports may not be required as a way to meet
10 minimum parking requirements for residential development;

11 (b) Parking spaces that count towards minimum parking
12 requirements may be enclosed or unenclosed;

13 (c) Parking spaces in tandem must count towards meeting minimum
14 parking requirements at a rate of one space for every 20 linear feet
15 with any necessary provisions for turning radius. For purposes of
16 this subsection, "tandem" is defined as having two or more vehicles,
17 one in front of or behind the others with a single means of ingress
18 and egress;

19 (d) Existence of legally nonconforming gravel surfacing in
20 existing designated parking areas may not be a reason for prohibiting

1 utilization of existing space in the parking area to meet local
2 parking standards, up to a maximum of six parking spaces;

3 (e) Parking spaces may not be required to exceed eight feet by 20
4 feet, except for required parking for people with disabilities;

5 (f) Any county planning under this chapter, and any cities within
6 those counties with a population greater than 6,000, may not require
7 off-street parking as a condition of permitting a residential project
8 if compliance with tree retention would otherwise make a proposed
9 residential development or redevelopment infeasible; and

10 (g) Parking spaces that consist of grass block pavers may count
11 toward minimum parking requirements.

12 (2) Existing parking spaces that do not conform to the
13 requirements of this section by the effective date of this act are
14 not required to be modified or resized, except for compliance with
15 the Americans with disabilities act. Existing paved parking lots are
16 not required to change the size of existing parking spaces during
17 resurfacing if doing so will be more costly or require significant
18 reconfiguration of the parking space locations.

19 (3) The provisions in subsection (1) of this section do not apply
20 to portions of cities within a one-mile radius of a commercial
21 airport in Washington with at least 9,000,000 annual enplanements.

--- END ---

HOUSE BILL 1299

State of Washington

69th Legislature

2025 Regular Session

By Representatives Peterson, Fitzgibbon, Berry, Street, Simmons, Reed, Macri, Ramel, Nance, and Doglio

Read first time 01/15/25. Referred to Committee on Local Government.

1 AN ACT Relating to minimum parking requirements; amending RCW
2 36.70A.620; adding a new section to chapter 35.21 RCW; adding a new
3 section to chapter 35A.21 RCW; adding a new section to chapter 36.01
4 RCW; and creating new sections.

5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

6 NEW SECTION. **Sec. 1.** The legislature finds that predetermined
7 on-site parking requirements needlessly drive up the cost of
8 development, particularly housing; discourage walking and multimodal
9 transit usage; and encourage excessive reliance of automobiles with
10 attendant impacts on human health and greenhouse gas emissions. The
11 legislature further finds that the amount of parking that a project
12 actually needs should be determined on a case-by-case basis by permit
13 applicants sensitive to actual market conditions rather than a one-
14 size-fits-all regulation.

15 NEW SECTION. **Sec. 2.** A new section is added to chapter 35.21
16 RCW to read as follows:

17 (1) A city may not require more than 0.5 parking space per
18 residential dwelling unit.

19 (2) A city may not require more than one parking space per 1,000
20 feet of commercial space.

(3) A city may not require any minimum parking requirements for:

- (a) Existing buildings undergoing change of use, including vacant buildings;
- (b) Residences under 1,200 square feet;
- (c) Commercial spaces under 5,000 square feet;
- (d) Affordable housing;
- (e) Senior housing;
- (f) Housing for people with disabilities;
- (g) Facilities that serve alcohol;
- (h) Child care facilities;
- (i) Commercial spaces in mixed-use projects.

(4) For purposes of this section, "affordable housing" has the same meaning as in RCW 36.70A.030.

(5) This section does not apply to accessible parking spaces in compliance with the Americans with disabilities act.

NEW SECTION. **Sec. 3.** A new section is added to chapter 35A.21 RCW to read as follows:

(1) A code city may not require more than one parking space per residential dwelling unit.

(2) A code city may not require more than one parking space per 1,000 feet of commercial space.

(3) A code city may not require any minimum parking requirements for:

- (a) Existing buildings undergoing change of use, including vacant buildings;
- (b) Residences under 1,200 square feet;
- (c) Commercial spaces under 5,000 square feet;
- (d) Affordable housing;
- (e) Senior housing;
- (f) Housing for people with disabilities;
- (g) Facilities that serve alcohol;
- (h) Child care facilities;
- (i) Commercial spaces in mixed-use projects.

(4) For purposes of this section, "affordable housing" has the same meaning as in RCW 36.70A.030.

(5) This section does not apply to accessible parking spaces in compliance with the Americans with disabilities act.

1 NEW SECTION. **Sec. 4.** A new section is added to chapter 36.01
2 RCW to read as follows:

3 (1) A county may not require more than 0.5 parking space per
4 residential dwelling unit.

5 (2) A county may not require more than one parking space per
6 1,000 feet of commercial space.

7 (3) A county may not require any minimum parking requirements
8 for:

9 (a) Existing buildings undergoing change of use, including vacant
10 buildings;

11 (b) Residences under 1,200 square feet;

12 (c) Commercial spaces under 5,000 square feet;

13 (d) Affordable housing;

14 (e) Senior housing;

15 (f) Housing for people with disabilities;

16 (g) Facilities that serve alcohol;

17 (h) Child care facilities;

18 (i) Commercial spaces in mixed-use projects.

19 (4) For purposes of this section, "affordable housing" has the
20 same meaning as in RCW 36.70A.030.

21 (5) This section does not apply to accessible parking spaces in
22 compliance with the Americans with disabilities act.

23 **Sec. 5.** RCW 36.70A.620 and 2020 c 173 s 3 are each amended to
24 read as follows:

25 In counties and cities planning under RCW 36.70A.040, minimum
26 residential parking requirements mandated by municipal zoning
27 ordinances for housing units constructed after July 1, 2019, are
28 subject to the following ((requirements)):

29 ~~((1) For housing units that are affordable to very low-income or~~
30 ~~extremely low-income individuals and that are located within one-~~
31 ~~quarter mile of a transit stop that receives transit service at least~~
32 ~~two times per hour for twelve or more hours per day, minimum~~
33 ~~residential parking requirements may be no greater than one parking~~
34 ~~space per bedroom or .75 space per unit. A city may require a~~
35 ~~developer to record a covenant that prohibits the rental of a unit~~
36 ~~subject to this parking restriction for any purpose other than~~
37 ~~providing for housing for very low-income or extremely low-income~~
38 ~~individuals. The covenant must address price restrictions and~~
39 ~~household income limits and policies if the property is converted to~~

1 a use other than for low-income housing. A city may establish a
2 requirement for the provision of more than one parking space per
3 bedroom or .75 space per unit if the jurisdiction has determined a
4 particular housing unit to be in an area with a lack of access to
5 street parking capacity, physical space impediments, or other reasons
6 supported by evidence that would make on-street parking infeasible
7 for the unit.

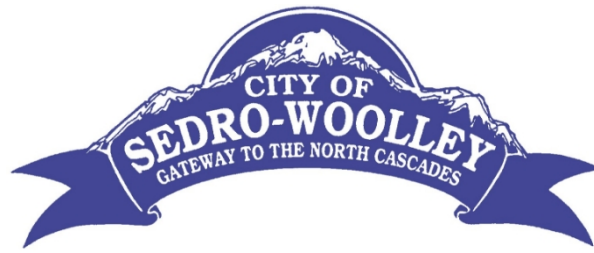
8 (2) For housing units that are specifically for seniors or people
9 with disabilities, that are located within one-quarter mile of a
10 transit stop that receives transit service at least four times per
11 hour for twelve or more hours per day, a city may not impose minimum
12 residential parking requirements for the residents of such housing
13 units, subject to the exceptions provided in this subsection. A city
14 may establish parking requirements for staff and visitors of such
15 housing units. A city may establish a requirement for the provision
16 of one or more parking space per bedroom if the jurisdiction has
17 determined a particular housing unit to be in an area with a lack of
18 access to street parking capacity, physical space impediments, or
19 other reasons supported by evidence that would make on-street parking
20 infeasible for the unit. A city may require a developer to record a
21 covenant that prohibits the rental of a unit subject to this parking
22 restriction for any purpose other than providing for housing for
23 seniors or people with disabilities.

24 (3) For market rate multifamily housing units that are located
25 within one-quarter mile of a transit stop that receives transit
26 service from at least one route that provides service at least four
27 times per hour for twelve or more hours per day, minimum residential
28 parking requirements may be no greater than one parking space per
29 bedroom or .75 space per unit. A city or county may establish a
30 requirement for the provision of more than one parking space per
31 bedroom or .75 space per unit if the jurisdiction has determined a
32 particular housing unit to be in an area with a lack of access to
33 street parking capacity, physical space impediments, or other reasons
34 supported by evidence that would make on-street parking infeasible
35 for the unit)) Cities with a population of at least 10,000 that are
36 within a county with a population density exceeding 100 people per
37 square mile may not require off-street parking as a condition of
38 permitting development of multifamily, middle housing, or accessory
39 dwelling units that are located within one-half mile walking distance
40 of transit service. For the purposes of this section, transit service

1 means at least one route that provides service at least four times
2 per hour for 12 or more hours per day. Nothing in this section
3 precludes a city from adopting maximum parking limits or requiring
4 frontage improvements to provide on-street parking.

5 NEW SECTION. **Sec. 6.** This act may be known and cited as the
6 parking reform and modernization act.

--- END ---



Planning Commission Agenda Item

Agenda Item No.: g.2.

Date: January 21, 2025

From: Nicole McGowan, Planner

Subject: Proposed Amendments to Chapter 2.90 and Title 17 SWMC to Add Regulations for Cottage Clusters

RECOMMENDED ACTION:

Review and discuss the revised amendments and propose any recommended changes.

ISSUE:

Should the Planning Commission recommend that the City Council adopt the proposed amendments to Chapter 2.90 and Title 17 SWMC to add regulations for cottage clusters?

BACKGROUND/SUMMARY INFORMATION:

At the November 19, 2024 Planning Commission meeting, the Commission discussed the draft rewrite of the cottage cluster regulations. The feedback received has been incorporated into the draft, included herein as **Attachment 1**, along with additional staff-proposed revisions, to refine the draft. The changes made since the last presentation of the draft are highlighted in yellow for easy identification. The changes are also summarized with their anticipated benefits below:

Planning Commission-Requested Revisions:

1. Density calculations for smaller units. **Change:** Dwelling units between 205 and 799 square feet count as one-half of a dwelling unit for density calculations. Units 800 square feet or larger count as one dwelling unit. **Rationale:** This revision encourages the construction of smaller, more affordable housing units by reducing the perceived density impact. It provides flexibility for developers to include smaller units while adhering to density limits, promoting diverse housing options.
2. Shared community buildings with attached ADUs. **Change:** The footprint of an attached ADU does not count toward the 1,200 square foot maximum ground floor area of a shared community building. **Rationale:** This change incentivizes the inclusion of attached ADUs within community buildings without penalizing developers for the added functionality. It supports diverse living arrangements and shared amenities while maintaining reasonable size constraints.

Staff-Proposed Revisions:

1. Unit lot subdivision. **Change:** New language in Section 17.120.060 allows for unit lot subdivision of cottage clusters. **Rationale:** Enabling unit lot subdivision increases homeownership opportunities by allowing individual cottages to be sold separately while maintaining shared open spaces. This promotes long-term affordability and ownership equity.
2. Provisions for affordability. **Change:** Section 17.120.070 introduces provisions to encourage affordable cottage clusters. **Rationale:** These provisions aim to support the development of cost-

accessible housing, lowering initial cost to development of cottage clusters especially when the project is designated for permanent affordable housing.

3. Purpose statement. **Change:** Cottage clusters are intended to be an affordable option for long term/permanent housing *for sale or for lease*. **Rationale:** The addition of "for sale or for lease" emphasizes that cottage clusters promote affordability for both types.

4. Protrusion exemptions. **Change:** Protrusions are exempt from setback and spacing requirements if they maintain a minimum of five feet of separation from other structures or site elements. **Rationale:** Provides design flexibility while ensuring adequate separation for safety and aesthetics.

5. Increased total site landscaping requirement. **Change:** Minimum site landscaping increased from 15% to 20%. **Rationale:** Enhances the visual appeal, environmental benefits, and livability of cottage housing developments.

6. Roof form flexibility. **Change:** Roof forms must respect traditional single-family home roof designs but flat roofs or modern styles are allowed at the Community Development Director's discretion if contextually appropriate. **Rationale:** Balances aesthetic harmony with design innovation, ensuring developments contribute positively to neighborhood character without overly restrictive regulation.

7. Parking. **Change:** Number of visitor/overflow parking is determined by the Community Development Director. Carports also count toward minimum parking requirements. Garages and carports adjacent to common open spaces must be screened or designed to complement nearby cottages. **Rationale:** Supports efficient land use, avoids visual clutter of large parking areas, and ensures parking structures integrate well into the overall design of the development.

FISCAL IMPACT, IF APPROPRIATE:

The new provisions for affordability will allow dwelling units within cottage clusters to be assessed at a fraction of the rate of a standard single-family residential unit. The scale for cottage clusters is modeled off the rates for ADUs, which allow for ADUs smaller than 450 square feet to be assessed at 30% of a standard single-family residential unit, and ADUs larger than 450 square feet to be assessed at 50% of a standard single-family residential unit for the purposes of calculating impact fees and sewer connection fees. Similarly, for the purposes of calculating impact fees and sewer connection fees, dwelling units within a cottage cluster will be assessed as follows:

1. Dwelling units less than 400 square feet in size will be assessed at 30% of the standard single-family residential unit rate;
2. Dwelling units between 400 and 799 square feet in size (inclusive of 400 square feet) will be assessed at 50% of the standard single-family residential unit rate; and
3. Dwelling units 800 square feet or larger will be assessed at 70% of the standard single-family residential unit rate.
4. Special sewer connection fees based on geographic area do not apply to dwelling units in cottage clusters.

Standard single-family residential unit rates for impact fees and sewer connection fees (per the January 2025 Master Fee Schedule)

School impact fee: **\$4,461**

Park impact fee: **\$2,391**

Traffic impact fee: **\$4,636**

Fire impact fee: **\$0.28/ sq. ft.**

Sewer connection fee: **\$9,924.41**

If a cottage cluster project designates all units within the development for permanent affordable housing, the project is exempt from payment of school impact fees.

If a cottage cluster project designates 50% of the units within the development for permanent affordable housing, the project is exempt from payment of plan review fees. The Planning Department plan review fee is **\$70** for single-family building permits. The Building Department plan review fee is calculated at

65% of the building permit fee. The building permit fee is calculated based on current ICC building valuation data outlined in the table included as **Attachment 2**.

ATTACHMENTS:

1. Draft Amendments 6 - Cottage Clusters (1-21-24)
2. Building Permit Fees Table

Chapter 2.90

CONSOLIDATED PLANNING PROCEDURES*

[...]

2.90.060 Authority and responsibilities.

[...]

C. Planning Director or Designee.

1. Authority. The planning director or designee shall review and act on the following:

- a. Building and grading permits;
- b. Binding site plan approval for commercial or industrial developments;
- c. Environmental review.
 - i. Make threshold determinations for environmental checklists;
 - ii. Authorize circulation of draft environmental impact statements;
 - iii. Approve and issue final environmental impact statements;
 - iv. Approve mitigation conditions for mitigated determinations of nonsignificance and final environmental impact statements;
- d. Interpretation of flood insurance rate map boundaries;
- e. Boundary line adjustments (B.L.A.);
- f. Modifications.
 - i. Minor modifications to previously approved site plan;
 - ii. Modifications of street standards;
 - iii. Minor modifications of landscaping requirements;
 - iv. Minor amendment to PUD_{7.2}

- g. Planned action determinations;
- h. Review of business licenses for home occupations;
- i. Shoreline exemptions;
- j. Shoreline permits;
- k. Short plats – nine or less;
- l. Temporary use permits;
- m. Variances – administrative;
- n. Modifications of the number of required parking stalls and the requirements of the parking, loading and driveway regulations;
- o. Temporary homeless encampment permits;
- p. Design review;
- q. Accessory Dwelling Unit (ADU) applications;
- r. Cottage cluster applications.

[...]

2.90.070 Permit classification.

[...]

G. Land Use Permit Procedures.

1. Permit Classification Table.

Table 2.90.070(G)(1)—Permit Classification Table

Land Use Permit/Action	Permit Type					
	I	II	III	IV	V	VI
Accessory Dwelling Unit	X					

Table 2.90.070(G)(1)—Permit Classification Table

Land Use Permit/Action	Permit Type					
	I	II	III	IV	V	VI
Administrative Determination	X					
Binding Site Plan		X				
Boundary Line Adjustment	X					
Building Permit SEPA Exempt	X					
Code Interpretation	X					
Comprehensive Plan Map (and Rezone) or Text Amendments						X
Conditional Use Permit			X			
<u>Cottage Cluster</u>		X				
Design Review with Building Permit	X					

[...]

2. Summary of Permit Processes.

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Pre-Application Meeting	No	Required for short plats, building permits with street improvements, <u>cottage clusters</u> , and all other non-single-family residential actions	Required, unless waived by director	Required, unless waived by director	No	Required, unless waived by director	Required, unless waived by director
Letter of Completeness	No	Required	Required	Required	No	No	No

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Notice of Application	No	Required	Required	Required	Required	Required for site-specific projects	See Chapter 35A.14 RCW or the shoreline management master program
Notice of Hearing	Not applicable	Not applicable	Required	Required	Required	Required	See Chapter 35A.14 RCW or the shoreline management master program
Open Record Public Hearing	No	No	Yes, before hearing examiner to render final decision	Yes, before hearing examiner to make recommendation to city council	No	Yes, before planning commission to make recommendation to city council	See Chapter 35A.14 RCW or the shoreline management master program
Recommendation Made By	Not applicable	Not applicable	Not applicable	Hearing examiner	Staff	Planning commission	See Chapter 35A.14 RCW or the shoreline management master program
Final Decision Made By	Planning director	Planning director	Hearing examiner	City council	City council	City council	See Chapter 35A.14 RCW or the shoreline management master program
Notice of Decision	Required unless exempt per Section 2.90.040	Required	Required	Required	Required	Required	See Chapter 35A.14 RCW or the shoreline management master program

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Judicial Appeal	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Chapter 35A. 14 RCW or the shoreline management master program

[...]

2.90.100 Submittal requirements—Specific to application type.

[...]

Table 2.90.100(B)—Land Use Application Submittal Requirements ****Note: this table shortened to show proposed submittal requirements for Cottage Cluster Development Authorization only****

SUBMITTAL REQUIREMENTS	TYPE OF APPLICATION	Cottage Cluster
Application fee	<u>X</u>	
<u>Cottage cluster plan, conceptual</u>	<u>1</u>	
Draft homeowners' association documents if applicable	<u>1</u>	
Draft restrictive covenants, if any	<u>1</u>	
Environmental checklist	<u>1</u>	
Existing covenants (recorded copy)	<u>1</u>	
Existing easements (recorded copy)	<u>1</u>	
Map of existing conditions of the site	<u>1</u>	
Neighborhood detail map	<u>1</u>	
Parking, lot coverage and landscaping analysis	<u>1</u>	
Preapplication meeting summary, if any	<u>1</u>	
Project summary	<u>1</u>	
PUD water availability letter	<u>1</u>	
Site plan, land use review	<u>1</u>	
Title report	<u>1</u>	

Title 17 ZONING

Chapters:

- [17.04 Administrative Provisions](#)
- [17.06 Residential 1 Environmentally Constrained \(R-1\) Zone](#)
- [17.08 Residential 5 \(R-5\) Zone](#)
- [17.12 Residential 7 \(R-7\) Zone](#)
- [17.16 Residential 15 \(R-15\) Zone](#)
- [17.20 Mixed Commercial \(MC\) Zone](#)
- [17.21 Urban Village Mixed-Use \(UVMU\) Overlay](#)
- [17.22 Transitional Mixed Commercial Overlay](#)
- [17.24 Central Business District \(CBD\) Zone](#)
- [17.28 Industrial \(I\) Zone](#)
- [17.32 Public \(P\) Zone](#)
- [17.34 Open Space \(OS\) Zone](#)
- [17.36 Off-street Parking and Loading](#)
- [17.38 Residential Recreation Areas](#)
- [17.40 Signs](#)
- [17.43 Planned Residential Development \(PRD\)](#)
- [17.44 General Regulations for All Zones](#)
- [17.48 Mobile Home Parks](#)
- [17.50 Landscaping](#)
- [17.51 Murals](#)
- [17.52 *Repealed*](#)
- [17.56 Conditional Use Permits](#)
- [17.60 Variances and Zoning Waivers](#)
- [17.64 Temporary Permits](#)
- [17.65 Regulations for Critical Areas](#)
- [17.66 Flood Damage Prevention](#)
- [17.68 Home Occupation Permits](#)
- [17.72 *Repealed*](#)
- [17.76 *Repealed*](#)
- [17.80 Enforcement](#)
- [17.84 Adult Entertainment Establishments](#)
- [17.88 Essential Public Facilities](#)
- [17.90 Collective Gardens](#)
- [17.92 Recreational Marijuana Producers, Processors and Retailers](#)
- [17.96 City of Sedro-Woolley Shoreline Master Program](#)
- [17.98 Model Homes](#)
- [17.100 Accessory Dwelling Units \(ADUs\)](#)
- [17.110 Homeless Encampments at Religious Organizations](#)
- [17.120 Cottage Clusters](#)

Chapter 17.04

ADMINISTRATIVE PROVISIONS

[...]

17.04.030 Definitions.

[...]

“Corner lot” means a lot with frontage on more than one public right-of-way, excluding alleys.

“Cottage home” means a small permanent dwelling that is greater than 400 square feet and no larger than 1,200 square feet. Cottage homes must be built in compliance with the Washington State Building Code.

“Dependent relative cottage” means a single-family residence which:

1. Is located on the same lot as another single-family residence;
2. Is inhabited only by the relative of the other single-family residence which relative is only able to safely maintain a separate household due to the support or supervisory care of family members in close proximity;
3. Is designed for ease of removal, dismantling, or conversion to an accessory use after termination of use as a dependent relative cottage; and
4. Meets the setback requirements for an accessory building.

[...]

“Ownership” means a lot or group of contiguous lots under the ownership.

“Park model” means a dwelling that is no larger than 400 square feet, built to American National Standards Institute (ANSI) 119.5 specifications. For the purposes of Chapter 17.120, park models are mounted on a foundation for permanent installation and are used as a primary residence and include a kitchen, bathroom, and sleeping/living area.

“Permanent affordable housing” means housing, regardless of ownership, for which there is a legally binding, recorded document in effect that limits the price at which the owner may sell or restricts the occupancy of the unit to a qualified, low-income household (80% Area Median Income or lower), for a period of at least 40 years for a property used for shelter or rental housing, or for a period of at least 25 years for a property to be owned by a low-income household. These documents include, but are not limited to, affordability covenants, deed

restrictions, or community land trust leases. Resale restrictions exercised by providers of permanently affordable housing can include, but are not limited to:

1. Continuous ownership of land by a public entity or nonprofit housing provider with a lease allowing ownership of the structure by an income-eligible household;
2. A nonpossessory interest or right in real property, such as a deed restriction, restrictive covenant, resale restriction, or other contractual agreement, that ensures affordability.

[...]

“Structure” means a stationary manmade object or part thereof erected on the ground with an intention of some permanence, excluding objects less than three feet in height.

“Tiny home” means a permanent dwelling that is a minimum of 205 square feet and no larger than 400 square feet, including a kitchen, bathroom, and sleeping/living area, and must be built in compliance with the Washington State Building Code.

“Trailer” means a device designed to be drawn by a motor vehicle and provide temporary living quarters.

[...]

Chapter 17.08

RESIDENTIAL 5 (R-5) ZONE

[...]

17.08.010 Use restrictions.

Use restrictions in the residential R-5 zone shall be as follows:

A. Permitted Uses.

1. One single-family residence per lot;
2. Low-intensity agriculture;
3. Home occupations in compliance with Chapter [17.68](#);
4. Child day care centers meeting state requirements;
5. Adult or family day care facilities meeting state requirements;

6. Accessory dwelling units in compliance with Chapter [17.100](#);

7. [Cottage clusters in compliance with Chapter 17.120.](#)

[...]

Chapter 17.12

RESIDENTIAL 7 (R-7) ZONE

[...]

17.12.010 Use restrictions.

Use restrictions in the residential R-7 zone shall be as follows:

A. Permitted Uses.

1. One single-family residence per lot;
2. Low-intensity agriculture;
3. Home occupations in compliance with Chapter [17.68](#);
4. One duplex per lot with nine thousand square foot minimum lot size, in compliance with the requirements set forth in this chapter, which meet the following requirements, in addition to any other requirements imposed by ordinance:
 - a. Be situated on a lot of not less than nine thousand square foot minimum size, with a minimum width of eighty feet at the building line, a minimum depth of one hundred feet, and a minimum lot frontage on a public street of twenty feet;
 - b. Provide off-street parking for four vehicles;
 - c. Be designed to resemble a single-family residence so as to blend in with the design and appearance of the surrounding residences in the neighborhood;
 - d. No more than one duplex shall be allowed per any three successive lots adjoined by side property lines as defined in Section [17.04.030](#).

Exception: Lots which have twenty feet or less frontage on the public street shall not be required to be counted on a successive lot. This exception is intended to allow successive duplexes if located behind single-family lots.

5. Child day care centers meeting state requirements;
6. Adult or family day care facilities meeting state requirements;
7. Accessory dwelling units in compliance with Chapter [17.100](#);
8. Cottage clusters in compliance with Chapter 17.120.

[...]

Chapter 17.16

RESIDENTIAL 15 (R-15) ZONE

[...]

17.16.010 Use restrictions.

Use restrictions in the R-15 zone shall be as follows:

A. Permitted Uses.

1. Multifamily residential uses up to eight units per building or up to twelve units per building if the building is three stories and the units are evenly distributed between the three floors;
2. One single-family residence per lot;
3. Low-intensity agriculture;
4. Home occupations in compliance with Chapter [17.68](#);
5. Group homes;
6. Dependent relative cottages;
7. Professional offices;
8. Child day care centers meeting state requirements;
9. Planned residential developments;
10. Adult or family day care facilities meeting state requirements~~z~~.

11. Cottage clusters in compliance with Chapter 17.120.

[...]

Chapter 17.120 **Cottage Clusters**

Sections:

17.120.010 Purpose.

17.120.020 Zoning districts where permitted.

17.120.030 Permitted uses.

17.120.040 Permits and approval.

17.120.050 Development standards.

17.120.060 Unit lot subdivision.

17.120.070 Provisions for affordability.

17.120.010 Purpose.

It is the purpose of this chapter to create an affordable option for long term/permanent housing for sale or for lease, integrated with Sedro-Woolley's existing residential building types and configurations. Furthermore, it is the purpose of this section to:

- A. Provide a framework for the development of cottage clusters;
- B. Promote housing affordability and greater choice by encouraging smaller and more diverse home sizes;
- C. Promote shared communities that are healthy and sustainable;
- D. Provide opportunities for creative, diverse and high-quality infill development that is compatible with existing neighborhoods;
- E. Encourage maximum efficiency in the layout of streets and internal access drives, stormwater facilities, utility networks and other public improvements through innovative site layout and the use of clustering;
- F. Create and/or preserve usable open space for the enjoyment of the occupants; and
- G. Encourage infill within areas of the city which are characterized by existing development.

17.120.020 Zoning districts where permitted.

Cottage clusters may be permitted in the following zoning districts:

A. R-5, residential 5;

B. R-7, residential 7;

C. R-15, residential 15;

17.120.030 Permitted uses.

The following uses are allowed in cottage clusters:

A. Cottage homes as defined in SWMC 17.04.030

B. Tiny homes as defined in SWMC 17.04.030

C. Park models as defined in SWMC 17.04.030

17.120.040 Permits and approval.

A development authorization application is required for all cottage clusters. Application for approval of the cottage cluster shall be made on forms prescribed by the planning department and which shall be accompanied by a filing fee as required.

Administrative Decision. Following review, the director shall make a report of findings and decision with respect to the proposed cottage cluster, and shall give approval, approval with conditions, or disapproval to the proposed cottage cluster. The decision may be appealed as allowed in Chapter 2.90. The director's report of findings and decision shall include, but need not be limited to, the following items:

A. Suitability of the site area for the proposed development;

B. Compliance with the development standards herein;

C. Development in accordance with the Sedro-Woolley comprehensive plan.

17.120.050 Development standards.

A. Lot size. Cottage clusters are exempt from typical minimum lot area requirements of the R-5, R-7 and R-15 zones, provided they comply with the development standards herein.

B. Density. Due to their smaller relative sizes, dwelling units between 205 and 799 square feet may be counted as one-half of a dwelling unit for the purpose of calculating density. Dwelling units at 800 square feet or larger count as one dwelling unit.

C. Minimum and maximum number of cottages.

1. Cottage housing developments must contain a minimum of three cottages.
2. Three to 12 cottage structures constitute a cluster.
3. In the R-7 and R-15 zones, attached duplex cottages are allowed.

D. Minimum setbacks and separation. Setbacks and separation for all cottage cluster structures within the R-5, R-7 and R-15 zones shall be as listed below:

1. Front setback to any public street: twenty feet
2. Side setback to property line: ten feet
3. Rear setback to property line: ten feet for residences, five for accessory structures
4. Garage setbacks. Private garages (attached or detached) shall adhere to the setback requirements above. In addition, there shall be a minimum off-street parking apron of twenty-five feet in length directly in front of garage door entrances when accessing a public street either to the front or side of a residence. Where garage doors access an internal access drive or alley, the off-street parking apron shall be at least ten feet in length.
5. Cottages must be set back at least five feet from any internal pedestrian path.
6. Cottages must be set back at least ten feet from any internal access drives that provide access to four or more cottages. For access drives serving less than four cottages, at least five feet of separation is required.
7. Minimum separation between structures (including accessory structures): ten feet
8. The following protrusions shall be considered exempt from setback and spacing requirements, provided a minimum of five feet of separation is provided from another structure, vehicular drive, parking area, pedestrian pathway, or property line:
 - a. Eaves;
 - b. Bay windows;
 - c. Chimneys and fireplaces;
 - d. Unenclosed, uncovered porches, terraces, landings or steps;
 - e. Other incidental components in conformance with the intent of this provision.

E. Maximum building height. Twenty-five feet except twenty feet for accessory buildings.

F. Landscaping. The total amount of landscaping for a cottage cluster development shall be a minimum of **twenty (20) percent** of the total site area. Cottage cluster developments may include any critical area and/or shoreline buffer areas when calculating landscape area if native vegetation is enhanced.

G. Design.

1. All cottages shall resemble typical single-family residence construction and respect the architectural design of existing adjacent land uses.
2. Standard siding material must be used over all structural sheathing. Structural sheathing may not also be the exterior siding.
3. Clear and obvious pedestrian access between the sidewalk (or street if there is no sidewalk) and the building entry is required.
4. All cottages must provide a covered pedestrian entry with minimum weather protection of three feet by three feet (a covered porch or recessed entry).
5. Windows shall be provided in facades featuring the primary entrance, facing streets and/or common open spaces, comprising at least 8% of the façade area. Windows provided in an attached garage door may be counted in the calculation.
6. **Roof forms shall respect the traditional designs commonly used on single-family homes. Flat roofs or modern designs that significantly deviate from traditional styles may be permitted at the Community Development Director's discretion if they are contextually appropriate and enhance the character of the development.**

I. Access and parking.

1. For cottages between 205 and up to 800 square feet, a minimum of one parking stall shall be provided. For cottages over 800 and up to 1,200 square feet, a minimum of two parking stalls shall be provided.
2. **The number of visitor/overflow parking stalls required shall be determined at the discretion of the Community Development Director based on factors such as the size of the development, anticipated parking demand, availability of on-street parking, and proximity to alternative transportation options.**
3. Parking must not be located between the public right-of-way and cottages nor between cottages and common open space. Community parking areas must be located to

the side or rear of the cottage cluster, within the development boundaries. Screening in accordance with the requirements of SWMC 17.50.120 shall be provided between community parking areas and adjacent residential uses.

4. Parking is encouraged to be consolidated under cover. Garage and carport parking may count toward the minimum parking requirement. Garages or carports with footprints of up to 300 square feet may be attached to individual cottages, provided all other standards herein are met. Such garages and carports do not count toward the size limit of cottages. Garages and carports located adjacent to common open space(s) shall be screened or incorporate architectural treatment consistent with the design and character of the adjacent cottage(s).

5. Vehicle access shall be from an internal drive where feasible. Internal drives shall be narrowed to the width of two lanes.

6. Closely spaced adjacent driveways within the development shall be combined for joint access where feasible.

7. Driveways which access onto public streets shall be shared with at least one adjacent property to minimize access points and increase the amount of on-street parking available.

8. Obstructions to pedestrian movement and the number of vehicular turning movements shall be minimized.

J. Common open space.

1. Minimum size. Common open space must be at least 400 square feet per cottage.

2. Minimum dimensions. Common open space must have no dimension less than 15 feet. Areas serving as private open space do not count toward common open space.

3. Elements. Common open space may include a lawn, courtyard, plaza, garden, or other shared element that meets the intent. Common open space must be usable and may not include parking areas, critical areas, or critical area buffers, including steep slopes. LID stormwater BMPs, like rain gardens, may be integrated in up to 25% of the minimum required usable open space area.

4. Orientation. Common open space must have cottages abutting on at least two sides. At least 50% of the cottages in a cluster must abut common open space. Cottages abutting the common open space must be oriented around and have the primary entrance face the common open space.

5. Access. Cottages must be within 100 feet walking distance of the common open space and feature a direct pedestrian connection to the common open space.

K. Private open space.

1. Minimum size. The minimum private open space adjacent to each cottage must be at least 200 square feet.

2. Minimum dimensions. The private open space must have no dimension less than 10 feet.

3. Access. The private open space must have direct access from the cottage via a door or porch. The required porch (see subsection (K)(4) below of this section) does not count toward the size or dimension requirements for the private open space.

4. Porches. Cottage facades facing the common open space or common pathway must feature a roofed porch at least 70 square feet in size with a minimum dimension of seven feet on any side. Cottages sited between a public street and the common open space are also subject to the entry requirements in subsection (G) of this section.

5. Private open space must be usable and may not include critical areas or critical area buffers, including steep slopes.

L. No cottage cluster development shall be located within 1,000 feet of another cottage cluster development. The 1,000-foot distance shall be measured in a straight line from the nearest property line of the proposed cottage cluster development to the nearest property line of any existing or approved cottage cluster development. An exception to the 1,000-foot separation requirement may be granted if the following conditions are met:

1. The developments are separated by a natural barrier such as a river or significant topographical feature that would prevent them from being perceived as part of the same cluster.

2. The Director determines that the proposed development will not result in an over-concentration of cottage clusters in the area.

M. Accessory dwelling units are not permitted in cottage housing developments, except as provided in subsection (N) below of this section.

N. Shared community buildings.

1. A shared community building may be integrated into the common open space area required in subsection (I) of this section but must not be included in the minimum common open space area calculations.

2. A shared community building may include uses such as, but not limited to, a multi-purpose entertainment space, recreation center, kitchen, library, storage space, workshop, or similar amenities that promote shared use and sense of community as approved by the director. Commercial uses, other than a child day care center (defined in Chapter 17.04 SWMC), are prohibited.
3. A shared community building may contain one attached accessory dwelling unit (ADU) (see Chapter 17.100 SWMC).
4. Shared community buildings have a maximum ground floor footprint of 1,200 square feet. If a shared community building includes an attached ADU, the ADU's footprint does not count toward the calculation of the shared community building's maximum ground floor footprint.
5. Shared community buildings have a maximum building height of 25 feet. The roof form shall respect the traditional designs commonly used on single-family homes. Flat roofs or modern designs that significantly deviate from traditional styles may be permitted at the Community Development Director's discretion if contextually appropriate and enhance the character of the development.

17.120.060 Unit lot subdivision

The primary purpose of these provisions is to establish an alternative to a conventional subdivision which allows greater flexibility in the development of cottage housing developments which do not strictly conform to the subdivision standards of Title 16 SWMC. Unit lots may be created for cottage housing developments through established subdivision procedures while generally applying the development standards of this chapter to each unit lot, provided the unit lot subdivision does not create nonconformities with the site development regulations of the underlying zone applicable to the parent site. Unit lot subdivision shall be permitted in any residential zone allowing for the development of cottage clusters.

Unit lot subdivision requirements are as follows:

A. Submit a site plan for review and approval as part of the cottage cluster application. The site plan must demonstrate how the cottage cluster design and layout complies with all applicable regulations of this chapter. The site plan must also demonstrate how the parent site meets the development regulations of the underlying zone. Each unit lot shall be large enough to contain the dwelling unit and any accessory structures, decks, fences, garages, carports, driveways, private yard areas, parking, landscaping or other improvements that are accessory to the dwelling unit; provided further, so long as conforming to the approved site development plan, such accessory improvements may encroach upon or be located in an adjoining unit lot or common area pursuant to the recordation of an appropriate easement.

B. Portions of the parent site not subdivided into individual unit lots or not dedicated to the City shall be owned in common by the owners of the individual lots within the subdivision, or by a homeowners' association (HOA) comprised of the owners of the individual lots within the subdivision. A document stipulating covenants, conditions, and/or restrictions for the HOA shall be submitted to the City for review and approval prior to recording.

C. Site development and building construction may commence upon approval of a development plan, but prior to final land division approval and recording; provided that all applicable permits and approvals have been obtained by the applicant. However, no dwelling unit or unit lot may be sold, transferred, occupied, or conveyed prior to final subdivision approval and recording. The City is authorized to approve changes between the preliminary and final land division approval provided that no change shall be allowed that does not fully comply with the requirements of this chapter.

D. Notes shall be placed on the final plat recorded with the Skagit County Auditor to acknowledge the following:

1. The title of the plat shall include the phrase "Unit Lot Subdivision;"

2. Approval of the design and layout of the development was granted by the review of the development as a whole on the parent site under (state subject project file number);

3. Subsequent platting actions, additions, or modifications to structure(s) may not create or increase any nonconformity of the parent site as a whole;

4. If a structure or portion of a structure has been damaged or destroyed, any repair, reconstruction, or replacement of the structure(s) shall conform to the approved site development plan; and

5. The individual unit lots are not separate buildable lots and additional development of the individual unit lots may be limited as a result of the application of development standards to the parent site.

E. Legal nonconforming lots, as defined in 17.04.050 SWMC, shall be considered conforming for the purpose of this section and may be subdivided pursuant to this section; provided, that as conditions of a unit lot subdivision approval, the City may require that any nonconforming development standard be brought into compliance to the extent feasible, as determined by the Community Development Director.

17.120.070 Provisions for affordability

A. For the purposes of calculating impact fees and sewer connection fees, dwelling units within a cottage cluster will be assessed as follows:

1. Dwelling units less than 400 square feet in size will be assessed at 30% of the standard single-family residential unit rate;

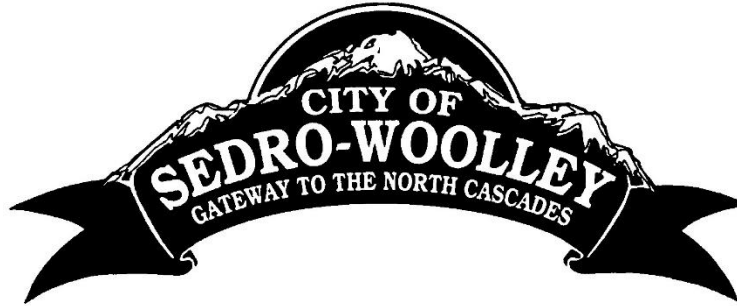
2. Dwelling units between 400 and 799 square feet in size (inclusive of 400 square feet) will be assessed at 50% of the standard single-family residential unit rate; and

3. Dwelling units 800 square feet or larger will be assessed at 70% of the standard single-family residential unit rate.

4. Dwelling units in cottage cluster developments are exempted from special utility connection fees identified by geographic area in Chapter 13.16 SWMC.

B. Cottage cluster projects which designate all units within the development for permanent affordable housing as defined in SWMC 17.04.030 shall be exempt from payment of school impact fees. A legally binding document ensuring the provision of permanent affordable housing shall be submitted to the City for review and approval prior to recording.

C. Cottage cluster projects which designate at least 50% of the units within the development for permanent affordable housing as defined in SWMC 17.04.030 shall be exempt from payment of plan review fees. A legally binding document ensuring the provision of permanent affordable housing shall be submitted to the City for review and approval prior to recording.



CITY OF SEDRO-WOOLLEY BUILDING, PLANNING & ENGINEERING FEE SCHEDULE

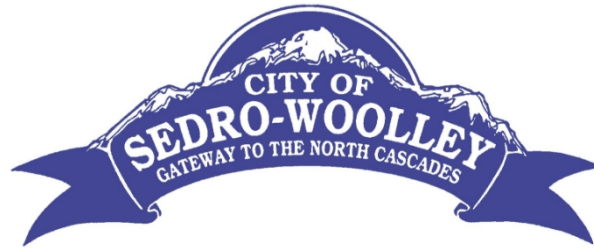
The fees described below are the minimum fees specific to the identified activities. Other fees may apply and will be added to the minimum fee. Plan Review and Application Fees are due at time of application. All fees must be paid before Permit Issuance or City Action.

SECTION 1. BUILDING PERMIT FEES

To calculate building permit fees, valuation is established by using the current building valuation data published by the International Code Council (ICC). Permit fees are then calculated from the City of Sedro-Woolley BPE Fee Schedule Table 1. Valuation information for structures/improvements not designated by ICC is as shown in this schedule. The plan check fees for projects reviewed by the City of Sedro-Woolley shall be 65 percent of the building permit fee.

TABLE 1—BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$1.00 to \$500.00	\$23.50
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof



Planning Commission Agenda Item

Agenda Item No.: h.1.

Date: January 21, 2025

From: Thomas Glover, Community Development Director

Subject: Election of 2025 Planning Commission Chairperson and Vice-Chairperson

RECOMMENDED ACTION:

Nominate and elect, via majority vote, the 2025 Planning Commission Chairperson and Vice-Chairperson.

ISSUE:

As required in the adopted Planning Commission Rules of Procedure, a Chairperson and a Vice-Chairperson need to be elected for the 2025 Planning Commission at the first regular meeting of the year.

BACKGROUND/SUMMARY INFORMATION:

Per the adopted Planning Commission Rules of Procedure, a Chairperson and a Vice-Chairperson shall be appointed each year at the Commission's first regular meeting of the year. The election shall be done by nomination and majority voting. Nominations are made by members; members do not nominate themselves unless no nominations are made. A quorum must be present for the elections. The newly elected officers shall assume their roles at the beginning of the next meeting.

Duties of the Chairperson and Vice-Chairperson:

The Chairperson calls meetings to order, records attendance into the record, assigns subcommittees and duties as needed. The Chair keeps members on track with the agenda and ensures that the Planning Commission moves through its tasks punctually. The Chair opens the floor for motions made by members, asks for discussion from members, asks for seconds to the motions, calls for voting by reading the motion into the record, and may state into the record the vote of each member. The Chairperson shall preside at all Commission meetings and have the powers generally assigned such office in conducting the meetings. It shall be the Chairperson's duty to see that the transaction of Planning Commission business is in accord with the adopted Planning Commission Rules of Procedure.

The Vice-Chairperson shall, in the absence of the Chairperson, perform all of the duties of the Chairperson at a regular or special meeting.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

None

