



PLANNING COMMISSION

March 17, 2026

6:30 PM

Planning Commission

a. Call to Order

b. Pledge of Allegiance

c. Roll Call

d. Consent Agenda

1. Minutes from February 17, 2026 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)

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

g. Unfinished Business

h. New Business

i. Adjournment

PLANNING COMMISSIONERS

Pat Huggins

Matthew Desvoigne

Madison Bowman

Joe Fattizzi

Jessica Jasper

Joe Franett

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.

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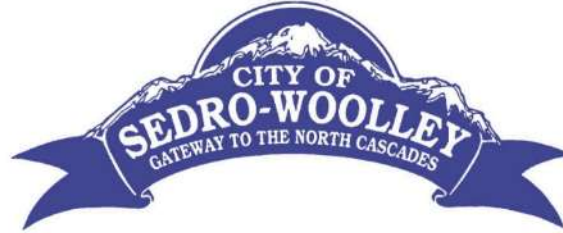
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Regular Meeting of the Planning Commission
February 17, 2026 - 6:30 PM

a. Call to Order

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

b. Pledge of Allegiance

c. Roll Call

Commissioners Present:

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

Present Staff:

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

d. Consent Agenda

1. Minutes from January 20, 2026 Planning Commission Meeting

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

e. General Public Comments

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

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

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

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

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

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

f. Public Hearing(s)

g. Unfinished Business

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

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

Following the recap, Ashton led the Planning Commissioners through a demonstration of an example Notice of Address Change and Notice of Official Address.

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

Recommended corrections:

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

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

h. New Business

None.

i. Information/Discussion Items

1. WWU Student Recommendations on Code Updates

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

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

j. Adjournment

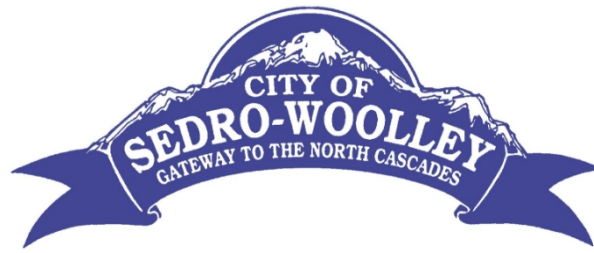
Time (7:56PM).

ATTEST:

APPROVED:

Planning Commission Chair

Planning Commission Secretary



Planning Commission Agenda Item

Agenda Item No.: f.1.

Date: March 17, 2026

From: Ashton Sandoval Oaks, Assistant Planner

Subject: Proposed Amendments to Title 15 and Chapters 12.32 and 17.100 SWMC to Add Address and Street Name Standards

RECOMMENDED ACTION:

A motion to recommend approval of the proposed amendments to Title 15 and Chapters 12.32 and 17.100 SWMC to the City Council.

BACKGROUND/SUMMARY INFORMATION:

The attached draft amendments (**Attachment 1**) are version three of a proposal to create address and street name regulations in Sedro-Woolley. These regulations also incorporate a change to the address grid to accommodate future growth in a logical, sequential pattern of addresses (Current Address Grid included herein as **Attachment 2**; Proposed Address Grid included herein as **Attachment 3**). The proposed amendments were written by the Sedro-Woolley Address Authority and reviewed by the Sedro-Woolley Police, Fire, Building, Engineering, Planning, and Streets Departments, as well as the Skagit County 9-1-1 Center and Skagit County Address Authority.

A notice of public hearing was published in the Skagit Valley Herald on March 5, 2026 (**Attachment 4**).

Finance Department Review

Planning staff reviewed the proposed amendments with the Finance Department and discussed the process of amending the Master Fee Schedule. Planning staff were directed to draft the proposed changes to the Master Fee Schedule and present the revisions to the Planning Commission for review. Once approved, the proposed fees will be shared with the City Council at their first read. After any alterations from the City Council are included, the Finance Department will draft a separate *resolution* for City Council adoption that amends the Master Fee Schedule. Action from the City Council on this separate resolution will be requested immediately after the City Council passes the *ordinance* adopting these proposed code amendments. This stratified process is used to ensure Finance Department policies on municipal code updates are abided by and so that the Master Fee Schedule remains consistently organized.

Currently, permit applicants are charged for the cost of materials and labor for an address sign. Skagit County Public Works is the City's contracted address sign manufacturer. For standard-size address signs, the City is charged \$30.00 per sign. For larger signs, the City is charged the cost of materials and labor, and fees are assessed on a case-by-case basis. This is the only address-related fee that is included

in the current Master Fee Schedule.

The following table depicts the proposed fees to be included in the Master Fee Schedule. The aforementioned address sign fee will be superseded by the fees in the following table:

Fee Type	Fee Amount
Standard Address Sign (12” x 6”)	\$30.00 / sign
Oversize Address Sign (Larger than 12” x 6”)	Actual Cost of Materials and Labor as invoiced by Manufacturer. Prepayment fees taken at time of application.
Oversize Address Sign (Larger than 12” x 6”) – Prepayment of Fees	\$30.00 / sign
Street Name Petition – Planning Review	\$60.00/hour; minimum ½ hour
Street Name Petition – Fire Review	\$60.00/hour; minimum ½ hour
Street Name Petition – Engineering Review	\$60.00/hour; minimum ½ hour
Street Name Petition – Replacement of Street Name Signage	Actual Cost of Materials and Labor to order and install replacement signage as invoiced by the City of Sedro-Woolley. Prepayment fees taken at time of petition.
Street Name Petition – Replacement of Street Name Signage – Prepayment of Fees	\$250.00

Other Changes

Planning staff have also incorporated the revisions requested at the previous Planning Commission meeting. This includes amending SWMC 15.24.010 and 15.24.015 (B) (5) (k) to state “GPS-based navigation systems,” adding SWMC 15.24.025 (J) for policy regarding latitude and longitude, and adding clarifying language to SWMC 15.24.050 (C) (3) and 15.24.100 (D) (1).

FISCAL IMPACT, IF APPROPRIATE:

None anticipated. No additional staff time is required than is currently practiced. The cost of address and street name signage will be covered by the permit applicant and/or street name change petitioner.

ATTACHMENTS:

1. Draft Amendments 3
2. Current Address Grid Map
3. Proposed Address Grid Map
4. Notice of Public Hearing - Published 3-5-26

Title 12 STREETS, SIDEWALKS AND PUBLIC PLACES*

Chapters:

[12.08 Excavation for Gas Distribution and Transmission Systems](#)

[12.12 Repealed](#)

[12.20 Street Vacation](#)

[12.28 Streets, Sidewalks, and Public Places](#)

[12.32 ~~Street Names~~Repealed](#)

[12.36 City Parks, Recreational Vehicle Facilities and Community Center](#)

[12.40 Tree Standards](#)

[12.44 Special Events](#)

[...]

Chapter 12.32 STREET NAMES

Sections:

[12.32.010 ~~Posting~~Repealed](#)

12.32.010 ~~Posting~~Repealed

~~It shall be the duty of the police chief under the direction of the street committee of the city council, to post the names of the respective streets in a conspicuous place on each street crossing within the city limits. The letters composing the names of the respective streets shall be painted in such size as the street committee shall determine, and shall be posted without unnecessary delay. (Ord. 156 § 1, 1915)~~

Title 15
BUILDINGS AND CONSTRUCTION

Chapters:

[15.04 Building Code](#)

[15.15 \(RESERVED\)](#)

[15.24 Addressing Structures and Naming Streets](#)

[15.40 Public Works Construction Standards](#)

[15.44 Design Review](#)

[15.48 Development Impact Mitigation](#)

[15.52 Latecomers' Agreements](#)

[15.56 Concurrency Management System](#)

[15.60 Impact Fees for Planned Facilities](#)

[15.64 Impact Fees for School Facilities](#)

Chapter 15.04

BUILDING CODE*

Sections:

[15.04.010 Title.](#)

[15.04.020 Codes adopted.](#)

[15.04.030 Amendments generally.](#)

[15.04.035 Specific amendments and additions to International Building Code and International Residential Code.](#)

[15.04.038 Specific amendments to International Fire Code.](#)

[15.04.039 Repealed.](#)

[15.04.040 Fees—Building permit and plan review fees.](#)

[15.04.042 Building valuation data.](#)

[15.04.043 Administration and enforcement.](#)

[15.04.044 Certification of plans by architects and engineers.](#)

[15.04.045 Repealed.](#)

[15.04.047 ~~Mandatory street address signs~~ *Repealed.*](#)

[15.04.050 Prohibitions.](#)

[15.04.055 Repealed.](#)

[15.04.060 Violations—Penalties.](#)

* Prior ordinance history: Ords. 1025 and 1078.

[...]

~~15.04.047 Mandatory street address signs~~ *Repealed.*

~~A.—Every lot for which a permit is issued under this chapter for any purpose shall have an assigned street number affixed as prescribed by this section. The number shall be posted within thirty days of issuance of the permit or prior to issuance of a certificate of occupancy, whichever is sooner, unless a later date is prescribed in writing by the building official. Compliance with this section shall be the responsibility of both the building owner and the permit applicant.~~

~~B.—For structures situated fifty feet or less from the street, the address shall be conspicuously placed immediately above, upon, or at the side of the proper door of each building so that the number can be seen plainly from the street. If the main entrance is on the side or does not face the street, the address shall be conspicuously placed on the side of the building facing the street.~~

~~C.—For structures situated more than fifty feet from the street, or when the view of the building is blocked, the number shall be conspicuously placed on a post, gate, fence, tree, etc. This placement must be somewhere in an arc within thirty feet from where the center of the driveway or access meets the street. It will be posted in such a way so that the address placard~~

~~is parallel with the main street or visible when accessing from either direction. It shall be at a height of between four and six feet from the level of the street. On streets which may be accessed from only one direction, the placard may be posted perpendicular to the main street in such a way that it is clearly visible when being approached by emergency responders. If more than one address is on one driveway and the buildings or entities are further than fifty feet from the street, then the addresses shall be posted at the street and also on the buildings or addressable entities. The address shall also be posted at any confusing intersection within the private drives.~~

~~D.—Addressable entities other than buildings, such as recreational lots, play fields, or standalone utility sites, shall display the address at the access or driveway in the same manner as a building located more than fifty feet from a street. On a corner lot, the building number shall face the street named in the address.~~

~~E.—Building addresses shall be set on a white background which is approximately twelve inches by six inches in size. Building addresses shall be blue reflective numbers a minimum of five inches in height that are easily visible at night.~~

~~F.—The fire chief is authorized to obtain and sell address placards which comply with this section at cost and expense as part of a safety awareness program; provided, that nothing in this section shall prohibit any owner from acquiring a conforming sign from a private vendor.~~

~~G.—A certificate of occupancy or inspection may be withheld for violation of this section. In addition, violation of this section is punishable as set forth in Section 15.04.060. (Ord. 1975-21 § 1, 2021; Ord. 1851-16 § 1 (part), 2016; Ord. 1776-13 § 1 (part), 2013; Ord. 1680-10 § 1, 2010; Ord. 1516-05 § 1, 2005)~~

Chapter 15.24

ADDRESSING STRUCTURES AND NAMING STREETS

Sections:

- 15.24.005 Establishment of uniform policy.**
- 15.24.010 Definitions.**
- 15.24.015 Address authority—responsibilities**
- 15.24.020 Baselines for addressing policy.**
- 15.24.025 Method of assigning addresses.**
- 15.24.030 Display of address.**
- 15.24.035 Existing legal non-conforming addresses.**
- 15.24.040 Street naming.**
- 15.24.045 Street name change—community petition.**
- 15.24.050 Street name change—administrative determination.**
- 15.24.055 Display of proper street signage.**
- 15.24.100 Enforcement.**
- 15.24.105 Fees.**
- 15.24.110 Severability.**

15.24.005 Establishment of uniform policy.

A. There is hereby established a uniform system of addressing entities fronting on all public streets and private streets within incorporated Sedro-Woolley, Washington, as permitted by SCC 15.24.040 (9). All addressable entities as defined in SWMC 15.24.010 shall be addressed in accordance with the provisions of this Chapter.

1. Requirements for addressing tracts reserved for future development shall be determined at the discretion of the Sedro-Woolley Address Authority as defined in SWMC 15.24.015.

B. For the purposes of this Chapter, the City of Sedro-Woolley shall be the determining body in instances where the predominant direction, beginning, end, etc. of any street within incorporated Sedro-Woolley, Washington is not readily apparent or consistent.

15.24.010 Definitions.

“Addressable entities” means any structure, building, lot, dwelling unit, business establishment, meeting hall, recreational lot, standalone utility site, bridge, highway mile marker, peripheral outbuildings, and notable landmark within the incorporated limits of the City of Sedro-Woolley.

“City, the” means the City of Sedro-Woolley, Washington.

“County, the” means Skagit County, Washington.

"GPS" means global positioning system.

"SCC" means the Skagit County Code.

"SLS&E" means Seattle, Lake Shore, and Eastern.

"SWMC" means the Sedro-Woolley Municipal Code.

"SWPWDS" means the Sedro-Woolley Public Works Department Standards.

"W.M." means Willamette Meridian.

15.24.015 Address authority—responsibilities.

A. The Community Development Director or their designee shall serve as, or appoint, the Sedro-Woolley Address Authority.

B. The Sedro-Woolley Address Authority shall:

1. Maintain an accurate address grid map, periodically updating the geospatial information with current data provided by the Skagit County Assessor. The address grid map shall display the address baselines as described in SWMC 15.24.020. Provide this address grid map upon request to the public or other government or utility agencies;
2. Receive, process, administer, and otherwise coordinate requests to create, eliminate, append, or change addresses, sub-addresses, street names, directional designators, and street suffixes within the City;
3. Review and approve or deny requests to create, eliminate, append, or change addresses, sub-addresses, street names, directional designators, and street suffixes, in accordance with the standards of this Chapter;
4. Distribute documentation to the Sedro-Woolley Fire Chief, or their designee, and the Skagit County 9-1-1 Center Address Authority, or their designee, for review and approval or denial of requests to create, eliminate, append, or change addresses, sub-addresses, street names, directional designators, and street suffixes. Such a request shall not be considered approved until the Sedro-Woolley Address Authority has received approval in writing from the Sedro-Woolley Fire Chief and the Skagit County 9-1-1 Center Address Authority;
5. Distribute documentation to the following parties, or their designees, after a request to create, eliminate, append, or change addresses, sub-addresses, street names, directional designators, and/or street suffixes has been approved in accordance with the standards of this Chapter:

- a. Sedro-Woolley Utility Billing Department;
- b. Sedro-Woolley Fire Department;
- c. Sedro-Woolley Police Department;
- d. Sedro-Woolley Community Development Department;
- e. Sedro-Woolley United States Post Office branch;
- f. Skagit County 9-1-1 Center;
- g. Skagit County Assessor;
- h. Skagit County Public Utility District No. 1;
- i. Ziplly Fiber 9-1-1 Address Database;
- j. Puget Sound Energy;
- k. [GPS-based navigation systems](#)~~Google Maps~~; and
- l. Other notable agencies as determined by the Sedro-Woolley Address Authority (examples: Skagit County Address Authority, Cascade Natural Gas, Verizon Wireless, Open Streets, etc.).

6. Maintain an accurate and current database of street names and addresses under the jurisdiction of the City.

- a. Names of streets in the jurisdiction of the City shall remain as listed on said database unless officially changed in accordance with the standards of this Chapter.

15.24.020 Baselines for addressing policy.

A. The west and east baseline for addressing purposes is as follows:

Commencing at the north shore of the Skagit River; thence north along the centerline of the former SLS&E railroad right-of-way, to a point on the east boundary of the west half of the west half of Section 13, Township 35 North, Range 4 East, W.M., thence continuing north along said boundary and continuing along the east boundary of the west half of the west half of Section 12, Township 35 North, Range 4 East, W.M., thence continuing north.

More generally, it is: The centerline of the north-south railroad right-of-way, then to the north along the western border of the Ankney Heights subdivision, and then continuing to the north.

B. The north and south baseline for addressing purposes is as follows:

Commencing at the northwest corner of Section 22, Township 35 North, Range 4 East, W.M.; thence east along the centerline of Ratchford Road; thence east along the northern boundary of Section 23, Township 35 North, Range 4 East, W.M., to the point of intersection with the centerline of F & S Grade Road (formerly Fairhaven & Southern railroad right-of-way); thence southeast along said centerline, to the point of intersection with the centerline of Washington State Route 20; thence north and east along the centerline of Washington State Route 20 to the point of intersection with the northern boundary of Section 19, Township 35 North, Range 4 East, W.M.; thence east towards the centerline of Burmaster Road and continuing east.

More generally, it is: The centerline of Ratchford Road, then to the east along the centerline of F & S Grade Road, then to the north and east along the centerline of Washington State Route 20, then to the east along the centerline of Burmaster Road, and then continuing to the east.

C. Address numbers increase sequentially away from the baselines sited above.

D. The City of Sedro-Woolley shall determine the direction of diagonal and/or meandering streets if it is unclear whether the street is classified as a north-south or an east-west running street.

15.24.025 Method of assigning addresses.

A. The City shall be considered to be overlaid with a grid of blocks for addressing purposes. A current map of this address grid shall be maintained by the Address Authority and kept on-file with the Community Development Department. Addresses shall be assigned in relation to this grid system.

1. The addressing grid shall follow the pattern of existing streets, and is not comprised of perfect squares of equal size. Blocks shall begin and end at the intersections of streets, for the purpose of improved emergency response, unless determined unfeasible by the Sedro-Woolley Address Authority.

B. All addressing shall begin at the baselines referenced in SWMC 15.24.020 (A) and (B) and increase as distance from the baseline increases. One hundred unique address numbers shall be available to be assigned per block of each street, thus permitting fifty numbers for each side of the street within one block.

C. Odd address numbers shall be assigned to the south and east sides of streets. Even address numbers shall be assigned to the north and west sides of streets. The Sedro-Woolley

Address Authority shall determine the direction of meandering streets with an unclear direction.

D. Streets that are not capable of being addressed to fit within the address grid (examples: circular streets, looped streets, etc.) will be addressed in a manner as to keep as much of the road within the grid as possible. Streets are encouraged to be designed in a manner to minimize address non-conformities, through street naming, extending the existing grid system, or a similar mechanism.

E. Primary address numbers shall contain at least three digits of Arabic numerals (0, 1, 2, 3, 4, 5, 6, 7, 8, and 9). Primary address numbers shall not contain two or fewer Arabic numerals. Primary address numbers shall not contain characters of the Latin alphabet (A, B, C, D, E, etc.) or any other character (!, ?, Б, Д, Ж, Δ, 犬, etc.).

F. Sub-address numbers shall designate the unit type (Unit, Suite, Building, Space, etc.) and be sequentially ordered. Sub-addresses shall only be designated with Arabic numerals, characters of the Latin alphabet, or an alphanumeric combination.

G. Structures shall be addressed in reference to the location of the site's primary access for emergency response.

1. The address numbers of sites with multiple primary access points shall be determined by the Sedro-Woolley Address Authority.

H. Addresses are assigned with public safety as a first priority. If City addresses are assigned to the same street as Skagit County addresses, the City may, at the discretion of the County, utilize the City's numbering scheme for addressable entities located outside of the incorporated limits of the City. This may occur when a street begins within the City and terminates within the County, or vice versa. Such streets shall not have a connecting street or secondary points of egress and shall not be more than one half mile in length.

I. There may be more than one address assigned to a legal parcel of land. Additional addresses may also be assigned to peripheral buildings or internal building units located on a single, legal parcel of land when at least one of the following characteristics exist:

1. The building/unit is habitable or tenantable for residential, commercial, or business purposes;
2. The building/unit is serviced by power, water, sewer, gas, solid waste, or telecommunication utilities;
3. The building/unit is located more than one-hundred feet away from the primary structure;

4. The building/unit is not visible or accessible from the primary structure; or
5. The building/unit is one-thousand square feet or larger.

J. Each address shall be assigned a true and correct GPS location value in reference to the latitude and longitude of the address per the geographic coordinate system. Unless determined unfeasible by the Sedro-Woolley Address Authority, Fire Chief, Skagit County 9-1-1 Center Address Authority, or their designees, GPS location value shall comply with the following requirements:

1. The value shall refer to the precise location of the main entrance to each addressable entity and be notated on any Notice of Official Address.
2. The latitude value shall be a minimum of seven significant figures (Example: 48.12345)
3. The longitude value shall be a minimum of eight significant figures (Example: - 122.12345)

15.24.030 Display of address.

- A. All addressable entities, excluding highway mile markers and bridges, shall display an address sign in compliance with this Chapter.
- B. The assigned address number for any new addressable entity shall be posted prior to final inspection required by a development permit. Temporary address signs during construction are allowed, but shall comply with the standards of this Chapter prior to final inspection by the City.
- C. For structures situated fifty feet or less from the street, the address shall be conspicuously placed immediately above, upon, or at the side of the proper door of each building so that the number can be seen plainly from the street. If the main entrance is on the side or does not face the street, the address shall be conspicuously placed on the side of the building facing the street.
- D. For structures situated more than fifty feet from the street, or when the view of the building is blocked, the number shall be conspicuously placed on a post, gate, fence, tree, etc. This placement must be somewhere in an arc within thirty feet from where the center of the driveway or access meets the street. It will be posted in such a way so that the address placard is parallel with the main street or visible when accessing from either direction. It shall be at a height of between four and six feet from the level of the street. On streets which may be accessed from only one direction, the placard may be posted perpendicular to the main street in such a way that it is clearly visible when being approached by emergency responders. If more than one address is on one driveway and the buildings or entities are farther than fifty feet from the street, then the addresses shall be posted at the street and also on the buildings or

addressable entities. The address shall also be posted at any confusing intersection within the private drives.

- E. On a corner lot, the address number shall face the street named in the address.
- F. Addressable entities other than structures, such as recreational lots, play fields, or standalone utility sites, shall display the address at the access or driveway in the same manner as a building located more than fifty feet from a street.
- G. The Sedro-Woolley Address Authority, Sedro-Woolley Fire Chief, or their designees may require a building owner or permit applicant to obtain more than one address sign on a case-by-case basis at their discretion.
- H. Addresses shall be set on a white background which is approximately twelve inches by six inches in size. Building addresses shall be blue reflective numbers a minimum of five inches in height that are easily visible at night.
- I. The City of Sedro-Woolley is authorized to obtain and sell address placards which comply with this section at cost and expense as part of a safety awareness program; provided, that nothing in this section shall prohibit any owner from acquiring a conforming sign from a private vendor.

15.24.035 Existing legal non-conforming addresses.

A. Existing legal non-conforming addresses shall not be changed, except during the following events:

1. It is determined necessary for public safety purposes by the Sedro-Woolley Address Authority, Sedro-Woolley Fire Chief, Skagit County 9-1-1 Center Address Authority, or their designees.
2. The building owner or land owner wishes to change the address voluntarily, and such change will have no impact on surrounding properties and their respective address numbers.
3. The underlying real property is legally developed or subdivided. Existing legal non-conforming addresses may continue to be used if no substantial alteration occurs on the structure with the existing legal non-conforming address number and public safety is not compromised (example: two-lot subdivision for two existing structures).

B. Existing non-conforming addresses that have no legal basis (examples: address is not established on a notice of official address, deed, plat, replat, easement, or similar recorded or binding device), shall be changed so as to conform with the standards of this Chapter.

15.24.040 Street naming.

- A. The City of Sedro-Woolley values street names that highlight the City's colorful history and unique development. The City encourages street names that express the following themes:
1. The history and culture of the Town of Woolley, Town of Sedro, and other nearby historic logging communities.
 2. The history and culture of the Upper Skagit Indian Tribe and other nearby Native American communities.
 3. The surrounding natural environment, including but not limited to the Cascade Mountain Range, Skagit River, Brickyard Creek, Mount Baker, and Skagit Valley.
 4. Individuals of historic significance in the region, such as Mortimer Cook, David Batey, Darius Kinsey, Susie Wahwetkin, Edith Bedal, and Susie Osterman Alverson.
- B. Street names currently in use shall not be altered unless approved in accordance with sections SWMC 15.24.045 or 15.24.050.
- C. New and renamed streets shall conform to the standards established in this Chapter.
- D. New and renamed streets shall be approved by the Sedro-Woolley Address Authority, Sedro-Woolley Fire Chief, Sedro-Woolley City Engineer, and Skagit County 9-1-1 Center Address Authority, or their designees.
- E. New and renamed street names shall comply with the following requirements:
1. Street names shall not be duplicative of, or significantly similar to, another existing street name located anywhere in Skagit County, including other incorporated cities, or anywhere located in Whatcom County that is also served by the Sedro-Woolley Post Office.
 2. Street names shall be pleasant sounding and appropriate for the community at-large.
 3. Street names shall not carry any negative connotations, whether explicit or inferred.
 4. Street names shall not reference the cardinal directions (north, east, south, west, etc.) except for directional designation as permitted by 15.24.040 (G) SWMC.
 5. Street names shall be easily read, spelled, and pronounced, especially by young children in an emergency. Satisfaction of this requirement shall be determined by the Sedro-Woolley Address Authority.

6. Street names shall comply with the pattern of names established by existing streets in the vicinity. (Examples: a new street parallel to 11th Street shall be named 12th Street, streets within the SWIFT Center shall reference the history or geography of the location in the street name, etc.)
 7. Short lanes, and cul-de-sacs shall not be named unless it provides primary access to at least five lots or at least nine individual units.
- F. A new street shall not receive an address range until such street has been officially named.
- G. If an extension of an existing street is proposed, the existing street name shall be continued. An extension of an existing street that crosses North Township Street is exempt from this requirement.
- H. Directional designators shall not be used unless the street crosses the cited lines referenced in SWMC 15.24.020 (A) and (B) above, in which case only the directional designators "North" and "West" shall be used.
- I. Standard street suffixes shall be assigned as follows:
1. "Street (St)" indicates a roadway that travels north-south.
 2. "Avenue (Ave)" indicates a roadway that travels east-west.
 3. "Lane (Ln)" and "Court (Ct)" indicate a short, private roadway that dead-ends and is not feasible to connect to a secondary roadway in the future.
 4. "Place (Pl)" and "Plaza (Plz)" indicate a short, public roadway that dead-ends and is not feasible to connect to a secondary roadway in the future.
 5. "Boulevard (Blvd)" indicates a public roadway with a vegetated median. A "boulevard" need not travel in a specific direction.
 6. "Circle (Cir)" and "Loop (Lp)" indicate a public or private roadway that travels in three or more cardinal directions and connects (or is planned to connect) to the same roadway at either end.
 7. "Drive (Dr)" and "Way (Wy)" indicate a non-standard thoroughfare. A "drive" or "way" possesses multiple ingress and egress points.
 8. The following non-standard street suffixes may be used in the City on a case-by-case basis. Both the proponent of the street name and the Address Authority shall document their findings and describe why the use of a non-standard street suffix is appropriate. Use of these street suffixes shall be approved in accordance with the standards of this

Chapter, including approval from the Sedro-Woolley Fire Chief, Skagit 9-1-1 Center Address Authority, or their designees:

- a. "Alley (Aly)"
- b. "Bend (Bnd)"
- c. "Bridge (Brg)"
- d. "Commons (Cmns)"
- e. "Corner (Cor)"
- f. "Crest (Crst)"
- g. "Crossing (Xing)"
- h. "Expressway (Expy)"
- i. "Heights (Hts)"
- j. "Highway (Hwy)"
- k. "Junction (Jct)"
- l. "Landing (Lndg)"
- m. "Mall (Mall)"
- n. "Parkway (Pkwy)"
- o. "Point (Pt)"
- p. "Promenade (Prom)"
- q. "Ridge (Rdg)"
- r. "Route (Rte)"
- s. "Run (Run)"
- t. "Spur (Spur)"
- u. "Square (Sq)"

- v. "State Route (SR)"
- w. "Station (Sta)"
- x. "Stravenue (Stra)"
- y. "Terrace (Ter)"
- z. "Throughway (Trwy)"
- aa. "Trail (Trl)"
- ab. "View (Vw)"
- ac. "Vista (Vis)"

J. North-south running streets located south of State Street and east of the SLS&E railroad right-of-way, shall be ordinal (1st, 2nd, 3rd, etc.) and named in relation to the sequence of the address grid. This requirement does not apply to Walley, Metcalf, and Township Streets. No other streets shall be ordinal.

K. No street name shall contain two or fewer characters or contain seventeen or more characters, excluding the directional designator and street suffix.

15.24.045 Street name change—community petition.

A. A street name change may be initiated by a petition signed by at least seventy-five percent of the property owners adjoining the street. Each owner shall have one vote regardless of how many parcels or addresses are owned or assigned. The petition shall list three street names in order of preference. The petition shall be submitted to the Sedro-Woolley Address Authority with the appropriate fees for processing and review of the street name change.

1. A petition for a street name change shall not change the name for a portion of an existing street. A petition for a street name change shall include the entirety of the street within the incorporated limits of the City.

B. Within fourteen calendar days of receipt of the petition, the Sedro-Woolley Address Authority shall determine whether the petition is valid by confirming that sufficient valid signatures have been submitted. Petitions with insufficient signatures shall be denied.

C. Within sixty calendar days of validation of the petition, the proposed street names shall be reviewed in accordance with the standards of this Chapter. If the petition does not propose an acceptable name, the Sedro-Woolley Address Authority shall request alternative street names.

A petition shall be denied if alternative street names are not provided within sixty calendar days of the request.

D. If one or more of the proposed street names complies with the standards of the Chapter, the Address Authority shall draft and distribute an Official Notice of Street Name Change for signature and review. An Official Notice of Street Name Change approved via community petition shall be signed and approved by the lead petitioner, Sedro-Woolley Address Authority, Sedro-Woolley Fire Chief, Skagit County 9-1-1 Center Address Authority, and Sedro-Woolley City Engineer, or their respective designees, and distributed to the agencies listed in SWMC 15.24.015 (B)(5).

15.24.050 Street name change—administrative determination.

A. The Sedro-Woolley Address Authority, Skagit County 9-1-1 Address Authority, Sedro-Woolley City Engineer, Sedro-Woolley Fire Chief, or their designees, may elect to administratively change an existing street name for one of the following reasons:

1. The street name is duplicative of, or significantly similar to, another existing street name located anywhere in Skagit County, including other incorporated cities.
2. The street name is duplicative of, or significantly similar to, another existing street name located anywhere in Whatcom County that is also serviced by the Sedro-Woolley Post Office.
3. To assign the correct directional designator or street suffix.
4. Substantial redevelopment in the area has caused the use of the existing street name to be misleading, moot, or otherwise cause delay in emergency response.

B. The new street name shall be approved in accordance with the standards of this Chapter.

C. Upon approval of the new street name, all property owners, building owners, residents, tenants, and agencies listed in SWMC 15.24.015 (B) (5) shall be notified in writing of the change. Such notice shall contain the following information:

1. The streets affected by the name change.
2. The previous address, the new address, and the Skagit County Assessor's Parcel Number for each addressable structure.
3. The date the street name change shall go into effect. This date shall be at least thirty calendar days after the date the notice is sent in writing.
4. A reference to any applicable section of the Sedro-Woolley Municipal Code.

5. Contact information for the Sedro-Woolley Address Authority for any party to dispute the notice or seek additional information.
 6. The recipients of said notice.
 7. Any additional information deemed necessary for the interpretation of the notice.
- D. If a question arises as to whether the street name change conforms to the standards of this Chapter, the burden of proof shall be on the individual disputing said conformity.

15.24.055 Display of proper street signage.

- A. Street name signage shall comply with the most recent edition of the SWPWDS.
- B. Private ways that are not officially named roads by the City or County (such as private drives), shall not display personal names in the formats described in this Section.
- C. Street name signage shall be provided by the developer of any new street.

15.24.100 Enforcement.

- A. It shall be the responsibility of the owner of the addressable entity to procure the correct number(s) for the addressable entity from the Sedro-Woolley Community Development Department and to display the assigned number(s) in accordance with the standards of this Chapter. No building permit shall be issued until the owner of the building has procured address number(s) approved in accordance with this Chapter from the Sedro-Woolley Community Development Department.
- B. No addressable entity for which a final inspection is required shall pass said final inspection until permanent and correct address number(s) are displayed in accordance with the standards of this Chapter.
- C. Whenever the irregularity of plats, the changing of direction of the public or private rights-of-way, the interruption of continuity of public rights-of-way, or any other condition causes doubt or difference of opinion as to the correct address of any piece of property or any structure thereon, the address shall be determined by the City of Sedro-Woolley. Sedro-Woolley shall be regulated by the specific provisions of this Chapter and the current version of regulatory standards to the Sedro-Woolley Address System, as adopted by the City Council and included in this Chapter, so far as they are applicable.
- D. Should the Sedro-Woolley Address Authority be notified by the Sedro-Woolley Fire Department, Skagit County 9-1-1 Center, or other concerned person in writing that any addressable entity does not have an address as required herein, or is not correctly addressed,

or said address is not displayed as required herein, the Sedro-Woolley Address Authority shall conduct a visual inspection to ascertain compliance with the standards of this Chapter.

1. After conducting a visual inspection, should the Sedro-Woolley Address Authority determine that any structure or piece of property is not in compliance with the standards of this Chapter, the owner or permit applicant of the non-compliant structure or property shall be notified in writing within seven calendar days and required to place said property in accordance with this Chapter within thirty calendar days of the date of visual inspection.

2. In the event the owner or permit applicant of the non-compliant structure refuses to comply with the terms of this Chapter within the required timeframe, the owner or permit applicant shall be in violation of this Chapter and subject to the requirements and procedures of Title 18 SWMC. In addition, a certificate of occupancy may be withheld for violation of this Chapter.

15.24.105 Fees.

All fees associated with the administration, regulation, and enforcement of this Chapter shall be assessed as designated in the current City of Sedro-Woolley Master Fee Schedule, as adopted by resolution of the City Council and on file with the City Clerk.

15.24.110 Severability.

If any section, subsection, clause, phrase or word in this Chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such section or portion shall be deemed a separate provision of this Chapter and such holding shall not affect the validity of the remaining portion of this Chapter.

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](#)

[...]

Chapter 17.100

ACCESSORY DWELLING UNITS (ADUS)

Sections:

[17.100.010 Purpose and intent.](#)

[17.100.020 Permit required.](#)

[17.100.030 Standards and criteria.](#)

[...]

17.100.030 Standards and criteria.

Accessory dwelling units shall meet the following criteria:

[...]

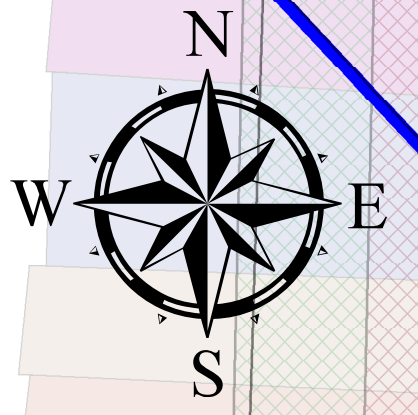
Q. The address of the ADU(s) shall ~~be the same as the main house with an "A" added to the end of the address number for the first ADU and a "B" added to the end of the address number for a second ADU. The address of the primary residence shall remain the same.~~ comply with 15.24 SWMC.

[...]

(Ord. 2083-24 § 1, 2025; Ord. [2096-25](#) § 1, 2025; Ord. [2043-23](#) § 1 (Exh. A), 2023; Ord. [1954-20](#) § 1 (Exh. A)(part), 2020)

Sedro-Woolley Addressing

N 2700



0 1,100 2,200 4,400 Feet

Legend

- Streets
- Dividers
- ▭ Parcels
- ⊕ Sedro-Woolley City Limits

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NOTICE OF PUBLIC HEARING

CITY OF SEDRO-WOOLLEY

Amendments to Development Regulations

Hybrid Meeting

City of Sedro-Woolley Council Chamber and Virtually via Zoom Webinar

The Sedro-Woolley Planning Commission will hold a public hearing on **Tuesday, March 17, 2026, at 6:30 PM** in the Sedro-Woolley Council Chamber and virtually via Zoom Webinar, to hear testimony regarding the following proposed amendments to the City development regulations:

1. Possible Amendments to Title 15 and Chapters 12.32 and 17.100 of the Sedro-Woolley Municipal Code (SWMC) to update address and street name standards

Interested parties can comment on the proposed changes in writing or at the hearing. Written comments **must be received by 4:30 PM on March 17, 2026**, to be considered at this public hearing. Send written comments to: City of Sedro-Woolley Community Development Department, ATTN: Assistant Planner, 325 Metcalf Street, Sedro-Woolley, Washington, 98284, or by email to ASandovalOaks@Sedro-Woolley.gov.

Please go to the City Council Meetings page on the Sedro-Woolley website (<https://sedrowoolleywa.portal.civicclerk.com>) to find the meeting materials and a link to join the webinar.

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