

**CITY OF SEDRO-WOOLLEY
PLANNING COMMISSION MEETING
MINUTES**

January 17, 2017

CALL TO ORDER: Chairman Pat Huggins called the meeting to order at (6:36 pm).

PLEDGE OF ALLEGIANCE:

ROLL CALL: Present: Commissioners - Silas Maddox, Joe Fattizzi, Eric Johnson, Stephanie Lokkebo, Joe Franett

Absent: Lynda Tilley

STAFF: John Coleman, JoAnn Lazon

APPROVAL OF AGENDA: Minutes from the November 15, 2016 meeting with correction.

CONSENT AGENDA:

GENERAL PUBLIC COMMENTS: None

UNFINISHED BUSINESS/ROUNDTABLE DISCUSSION:

1. Review and update of Planned Residential Development regulations-Chapter 17.43 SWMC-Continued.

City Planner John Coleman summarized the refined draft of the proposed updated PRD (Planned Residential Development) regulations.

A discussion ensued to include the following:

- Discussions reference the Planned Residential Development Design Evaluation Criteria Checklist. Planner Coleman will check with the City of Mount Vernon to see how they use the checklist. Do they use them as standards or guidelines?
- The addition of “townhouses” to the allowed housing types in the R-1, R-5 and R-7 zones.
- Discussion on the importance of chapter 17.43.070 (Property development standards).
- Open Space percentage and useable versus non-useable open space discussion. Adding a definition of what is actual useable open space.
- Addition of chapter 17.43.040 - Discussion and suggestions to be added to the procedure for determining allowed number of units.
- A discussion regarding density, utilities buffers, design review standards, critical areas and landscaping requirements.

- 17.43.010 –Discussion and addition of wording to the purpose in this chapter. Suggested wording-(It is the purpose of this chapter to create open space in residential developments and to encourage imaginative site and building design that **exceeds the minimum standards found in the subdivision code**).
- Discussion on current lighting standards.
- Discussion of current off-street parking standards.

Planner Coleman asked the Planning Commission to review the PRD design evaluation criteria checklist and determine if they think the section/item in the checklist is a guideline or standard. The Planning Commission’s findings will be discussed at the next regular meeting.

PLANNING COMMISSION DISCUSSION/INFORMATION ITEMS:

- **Nomination and Election of 2017 Chairman and Pro-Tem Chairman-** Commissioner Joe Fattizzi nominated Pat Huggins for the 2017 Chairman and Eric Johnson for the Pro-Tem Chairman. Nominations were seconded by Commissioner Stephanie Lokkebo. Vote taken and nominations passed.
- Notice of the upcoming city council special meeting-February 22, 2017 starting at 3:30 p.m.
- Planning Commission will soon be issued city e-mail accounts by the City’s IT department.
- City Planner informed the Planning Commission that they are going to be issued City owned iPads for Planning Commission related uses.
- Commissioner Maddox brought up the concerns he had with pedestrian safety concerning crosswalks and parking in the downtown corridor.
- Joint Planning Commission and City Council meeting on February 1st, 2017.
- City Council approved the appointments of Silas Maddox and Stephanie Lokkebo for another six years to the Planning Commission.

ADJOURNMENT - (Time: 8:49 pm)

PLANNING COMMISSION CHAIRMAN

PLANNING COMMISSION SECRETARY

Attendance: 0