

**CITY OF SEDRO-WOOLLEY  
PLANNING COMMISSION MEETING  
MINUTES  
April 17, 2018**

**CALL TO ORDER:** Chairman Eric Johnson called the meeting to order at (6:37 pm).

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Present: Commissioners-Pat Huggins, Silas Maddox, Joe Franett, Stacy Peno

**Absent:** Lynda Tilley, Joe Fattizzi

**STAFF:** John Coleman

**APPROVAL OF CONSENT AGENDA/MINUTES:** Approved

**GENERAL PUBLIC COMMENTS:** None

**PUBLIC HEARING: Open 6:48 p.m.**

- 1. Proposed City-initiated zoning map and Comprehensive Plan map amendments-part of the 2018 Comprehensive Plan Updates process. #CPA-1-18**

City Planner John Coleman advised that the City Council had recently requested that the Planning Commission study the possibility of changing the zoning and comprehensive plan map designation of several parcels throughout the city. Five of the parcels are owned by the Sedro-Woolley School District, three are city-owned and one is privately owned. At the subsequent regular City Council meeting on February 14, the Council voted to include the proposed zoning review as part of the 2018 Comprehensive Plan update cycle (2018 Docket). All of the proposed zoning amendments are city-initiated and together they are considered an area-wide zoning review. The Planning Commission performed an initial review of this proposal at its regular March 20, 2018 meeting. This update will require changes to the Sedro-Woolley zoning map and changes to the Sedro-Woolley Comprehensive Land Use map to make sure they conform to each other.

**PUBLIC COMMENT: NONE**

A discussion ensued to include the following:

- Discussion of Attachment 1-Map showing locations of all proposed parcels recommended for zoning amendment.
- Letter of support from the Sedro-Woolley School District.
- City Planner Coleman pointed out the only modification from the first Staff memo on proposed amendments is the addition of the parcel that is located on Murdock Street owned by the City of Sedro-Woolley. That modification was discussed at the last regular

meeting. Staff has not received any written comments on any of the proposed amendments.

**PUBLIC HEARING: Closed: 6:42 p.m.**

Commissioner Silas Maddox made a motion to recommend that the City Council adopt the proposed zoning map and corresponding Comprehensive Land Use map amendments.

Commissioner Patrick Huggins seconded the motion.

Vote taken.

4-0

Motion passed.

**2. Possible amendments to Ch. 17.38 SWMC-Requirements for Residential Recreation Areas in subdivisions and multi-family developments.**

**PUBLIC HEARING: Open 6:43 p.m.**

City Planner John Coleman summarized the history on the proposed amendments. A local land developer/builder requested that the city amend its regulations for small privately owned parks. Chapter 17.38 SWMC requires that subdivisions and new multi-family developments of more than four units provide 8,000 square feet of recreation area. The Planning Commission reviewed Chapter 17.38 SWMC, the requested code changes at its March 20, 2018 meeting. After much discussion, the Planning Commission requested that staff draft revised amendments based on the PC discussion and directed staff to schedule a public hearing for the draft amendments to Chapter 17.38; those draft amendments are included as Attachment 1 to this staff report.

The recreation area requirement in Chapter 17.38 SWMC currently reads as follows: “New developments of more than four dwelling units (including but not limited to new subdivisions, planned developments, mobile home parks, and multifamily residential developments) shall be required, as a condition of approval, to provide a minimum of eight thousand square feet of unpaved, usable open space with lawn or other soft surface for an outdoor recreation area, plus an additional one hundred square feet of usable open space for each additional unit beyond the initial twenty-five units, except that this requirement does not apply to residential development which is secondary to a commercial use in the central business district.” SWMC 17.38.010.

The proposed amendments appear to address the concerns of the development community while balancing the needs of the users/residents of future developments and in a greater sense the citizens of Sedro-Woolley.

**PUBLIC COMMENT: NONE**

A discussion ensued to include the following:

- Discussion of starting with the amount of \$15,000 that a developer may elect to pay into the Parks Reserve fund in-lieu of providing an eight-thousand square foot recreation area. This fee will be for Park Development only and not for park maintenance.
- Discussion of Attachment 1-Modification to 17.38.010 (Required recreation areas).

**PUBLIC HEARING: Closed: 6:58 p.m.**

Commissioner Silas Maddox made a motion to recommend that the City Council to adopt the proposed amendments to the Residential Recreation Areas requirements in Chapter 17.38 SWMC.

Commissioner Joe Franett seconded the motion.

Vote taken.

4-0

Motion passed.

**UNFINISHED BUSINESS:**

**1. Review and update of Planned Residential Development Regulations-Chapter 17.43 SWMC**

City Planner John Coleman advised that the Planning Commission is continuing its detailed discussion of proposed amendments to the Planned Residential Development (PRD) regulations in Chapter 17.43 of the Sedro-Woolley Municipal Code (SWMC). This issue was on the March 17 Planning Commission agenda, but there was not time to address the issue at that meeting. This memo is largely the same as the March 17, 2018 memo. After several months of discussion on possible PRD updates, no strong examples from other communities have seemed to fit well for the City of Sedro-Woolley. Staff has found another example that may be useful for the PC to review. The City of Ferndale's PRD regulations (they refer to them as PUDs) may be a useful reference or template.

A discussion ensued to include the following:

- City of Ferndale's PRD (Planned Residential Development) regulations.
- Discussion on the City of Ferndale's density requirements versus the City of Sedro-Woolley's density requirements and minimum lot sizes.
- Discussion reference the history of the 6000 square foot minimum lot size and the Planned Residential Developments ordinance.
- City Planner Coleman will research how Planned Residential Developments using a minimum lot size are written and bring back to the Planning Commission for review and discussion.
- Discussion of private streets.
- Discussion on the pros and cons of gated communities.
- Discussion of rolled curbs versus straight curbs and low impact development elements.

**PLANNING COMMISSION DISCUSSION/INFORMATION ITEMS:**

- Chairman Eric Johnson and fellow Planning Commissioner members welcomed Stacy Penno to the Planning Commission.
- Status of the 2017 Comprehensive Plan Updates.
- SWIFT Center-New park design.

**ADJOURNMENT-** (Time: 8:14 p.m.)

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PLANNING COMMISSION CHAIRMAN

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PLANNING COMMISSION SECRETARY

Attendance: 0