



**CITY OF SEDRO-WOOLLEY**  
**PLANNING COMMISSION MEETING**  
**March 17, 2009**  
**Minutes**

**CALL TO ORDER:** Chairman Rick Judd called the meeting to order at [6:34 p.m.]

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Present: Commissioners, Rick Judd, Brett Sandstrom, Terry Carter, Pat Huggins, Jim Johnson, Tom Peterson

Tom Gardner-excused

**STAFF:** Jack Moore, John Coleman, JoAnn Lazon

**APPROVAL OF AGENDA:** Approved

**CONSENT AGENDA:** Minutes from the previous meeting-Approved

**GENERAL PUBLIC COMMENTS:** None

**DESIGN REVIEW: Pen's Thai House – 702 Metcalf Street #B (SN-2-09)**

Staff: Senior Planner John Coleman gave a brief background on the proposed sign permit for one façade sign in front of Pen's Thai House located at 702 Metcalf Street #B. Staff recommends approval of the sign design for 702 B Metcalf Street with the condition that the sign cabinet's internal lights not be used.

**PLANNING COMMISSION DISCUSSION:** A discussion ensued to include:

1. The current Central Business District's code that is in place at this time and how effective is the enforcement of this code.
2. The current sign ordinance and how it relates to temporary banners.
3. Discussion on light boxes
4. Grandfather signs

Commissioner Patrick Huggins made a motion to approve the sign design in exhibit #A sign for Pen's Thai House located at 702 Metcalf Street with the condition that the lighted cabinet be removed and a border be placed on the proposed sign design.

Commissioner Brett Sandstrom seconded the motion.

Vote taken

Johnson, Huggins, Sandstrom-yes

Carter, Peterson-no

3-2

Motion passed

#### **UNFINISHED BUSINESS:** Planning Commission Sub-Committee Meetings Status Reports-

- Central Business District Design Standards and sign ordinance committee-

Chairman Rick Judd gave the report on the behalf of the committee. The committee has put together a questionnaire and left it with the Sedro-Woolley Chamber of Commerce over two weeks ago. Both the committee and the Planning Department haven't received a large response but the Chamber did e-mail the questionnaire out to all chamber members for all comments. City Planner Jack Moore said that he would meet up with Commissioner Judd within the next couple of weeks to obtain any comment sheets and get those to the other committee member to review. Jack proposed that the committee get together to work towards a solution before the next meeting. It would be the goal to have updates to be discussed at the April Planning Commission meeting.

- Park fund committee-

Planning Commission member Pat Huggins gave the report on behalf of the committee. The committee has met twice and has talked to several civic groups, the Sedro-Woolley School District, City Supervisor/Attorney Eron Berg and local citizens. The committee has compiled a list of ideas and they will be reviewing those and bring back a report to the Planning Commission at the next meeting.

A discussion between staff and the planning commission ensued to included:

1. Current park code and requirements in plats
2. Incentive programs
3. Donating into a park fund
4. Maintenance and upgrades of existing parks
5. Creations of new parks
6. The procedure on how the City acquires land for new parks
7. Discussion of the land next to the Masonic building
8. Discussion of the Burlington Northern land inside the city
9. Pocket neighborhood parks
10. Discussion on setting up a overlay system allowing developers with larger pieces of land to be set up as a park bank and have other developers buy pieces of that park so the city can locate parks where they are most needed.

Steven O'Neil - 408 #B Metcalf Street made a comment that he would like to see developers contributing to a park fund.

**NEW BUSINESS:**

1. Proposed Comprehensive Plan Amendments-

City Planner Jack Moore briefed the Planning Commission on the 2009 docket that has four items on it. The Planning commission is being asked to review the first three elements and be prepared to make comments or suggestions at the next meeting. The number four element will take more time and is already on the Planning Commission's work list. Jack advised that a lot of this information was discussed at the last City Council/Planning Commission work session. (The four items are listed on the memo from the City's Planning Director).

A staff report reference all the 2009 Comprehensive plan amendments will be forthcoming from Senior Planner John Coleman at the next Planning Commission meeting for discussion.

**COMMISSION DISCUSSION/INFORMATION ITEMS:**

1. Commissioner Jim Johnson brought up a topic that was mentioned at a recent work session with the city council. The topic came up reference the recent local urban flooding and what avenue the city was looking at to prevent future flooding. Jim commented that he would like to see the city focus more on low impact development up on the hill (Duke's Hill and beyond) to keep trees and to encourage rain swells and gardens. City Planner Jack Moore commented that developers are starting to see it as a financially beneficial alternative to putting down square foot upon square foot of pavement improvement.
2. Discussion of the current Sign Ordinance and temporary signs.

**ADJOURNMENT – [Time 7:55 p.m.]**

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**PLANNING COMMISSION CHAIRMAN**

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**PLANNING COMMISSION SECRETARY**