

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

**May 18, 2010**

**Minutes**

**CALL TO ORDER:** Chairman Rick Judd called the meeting to order at [ 6:40 p.m.]

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Present: Commissioners, Rick Judd, Terry Carter, Jim Johnson, Stephanie Lokkebo, Jennifer Eldred

Tracey Donovan-arrived 6:50 pm

Patrick Huggins-arrived 7:00 pm

**STAFF:** Jack Moore, John Coleman

JoAnn Lazon-Training

**APPROVAL OF AGENDA:** Approved

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

**GENERAL PUBLIC COMMENTS:** None

**PUBLIC HEARING:**

**1. Proposed increase in allowable building height-**

**Public Comment Open-6:44 pm**

City Planner/Building Official Jack Moore briefed Planning Commission on tonight's discussion reference the proposed Development Regulation Amendment to the zoning code (Title 17).

**DISCUSSION:**

A discussion ensued between Staff and the Planning Commission reference the proposed changed to include the following:

- Increasing the maximum building height from 35 feet to 60 feet in the mixed commercial, Central Business District, Public, Open Space and Industrial zones.

- The City now has required a new ladder truck to provide an acceptable level of fire response and protection to taller buildings.
- Discussion of setbacks within the mixed commercial and Industrial zones. To reduce the possibility that the taller buildings could overshadow neighboring properties, an increase to side and rear setbacks are also proposed for buildings that are 35 feet to 60 feet in height. The building could be 60 feet in height if the minimum side and rear setbacks required in 17.20.020 (A) are doubled.
- Maximum building heights in Central Business District, Public and Open Space would be sixty feet.
- Example of a 60 foot tall building. Jack Moore advised that five stories would be an approximate 60 foot tall building. The buildings on Metcalf Street are now 2-3 stories high. (The Gateway building is a three story building).
- Discussion on reasoning behind having 60 foot tall buildings in the Central Business District. City Planner Jack Moore advised that having taller building would encourage higher density development possibly being commercial and retail and also encourages having residential above.
- Question on if Staff received any mail-in comments. Staff advised that they did not received any mail in comments from the public.
- Tony Splane- 714 Sapp Rd, Sedro-Woolley- Tony asks if anyone knew how tall the Heritage Square clock tower's height was. (approximately 45-50 feet)
- Discussion on the height of landscaping berms and access for the ladder trucks.
- Zoning waiver process (Reference bulk restrictions) for the side and rear setbacks if the required setbacks are to be doubled.

Staff recommended actions are to hold a open record public hearing to receive public comments on the proposal and have the Planning Commission make a motion to recommend to the City Council to adopt the attached ordinance to increase allowable building heights (with desired revisions, if any).

**Public Comment Closed-6:48 pm**

Commissioner Jim Johnson made a motion to recommend to the City Council approval of recommended revisions to title 17 SWMC to allow the maximum building height to be increased from 35 feet to 60 feet in the Mixed Commercial, Central Business District, Public, Open Space and Industrial zone.

Commissioner Terry Carter seconded the motion.

Vote taken

6-0 yes

Motion passed.

## 2. Proposed changes to regulations and design standards governing the construction of private parks in new land subdivisions and multi-family developments.

**Public Comment Open-7:00 pm**

**Public Comment Closed-7:01 pm**

Senior Planner John Coleman summarized to the audience and the recent Planning Commission members the process that has taken place within the past few months reference private parks in developments. The Planning Commission's has review and discuss the topic of private parks, held public meetings, advertised and visited several private parks within the City and several Planning Commission members were present at the Woodfest celebration with a booth to get any comments or suggestions from citizens.

At the last scheduled Planning Commission meeting the Planning Department recommended several changes to Chapter 17.38.

### **DISCUSSION:**

The Planning staff and the Planning Commission ensued in a discussion to include the following additions, modifications or deletions to this chapter.

- Change the wording from Residential Play Area to Residential Recreation areas. The meaning of recreation areas has been amended to reflect all ages of users.
- The modification to the size of the recreation area was increase to 8000 square feet for any recreation areas. The requirement to add additional square footage per unit has also been modified. An additional 100 square feet of recreational space per unit will be applicable for developments over 25 units. **(Staff to clarify & modified language in 17.38.010)**
- Discussion on the wording in #8 under Standards which states that the minimum dimension shall be twenty-five feet (Area to path /recreation area) shall be 25 feet. Staff will modify the language to make it more clearly on what is required.
- Discussion on adding language to the #7 standard to encourage public restrooms to private parks. The current language states "Recreation areas serving more than 25 lots are required to incorporate a drinking fountain". Possibly adding restrooms under the guidelines. Discussions on adding a requirement to require the developer to install a sewer stub for future restrooms in developments over 25 units.
- Discussion on striking the language in 17.38.010 on exemptions. Senior Planner John Coleman to add a new section and language on requirements/guidelines for senior citizen dwellings.
- 17.38.010 (A) - Discussion on adding or modifying new language to this section. Adding an exception stating slope may be greater in limited recreational elements and also reducing the percentage from 40% to 10% or more in this section.
- Eliminate 17.38.030 (D)-"Units in a multifamily complex which have private yards exceeding four hundred square feet shall not be considered in calculating the children's play area requirement for the complex."
- A new section of the Design Standards and Guidelines manual has been added. This section would apply to all residential recreation areas in subdivisions and multi-family developments and will supersede any other references to play areas or recreation areas in the design manual.

Staff will revise Chapter 17.38 and bring it back to the Planning Commission for review and comment at the next month's meeting.

### **3. Proposed updates to the Parks and Recreation Element of the Sedro-Woolley Comprehensive Plan**

**Public Comment Open-7:37 pm**

**Public Comment Closed-7:38 pm**

Senior Planner John Coleman explained to the Planning Commission pursuant to RCW 36.70A.130(4)(b) the City must update its Comprehensive Plan by December 1, 2010. The Planning Department proposes to update the Parks and Recreation Element of the Comprehensive Plan during the 2010 docket cycle. John also advised that the deadline has been extended by the Washington State Legislature to 2015.

The last major revisions to the City's Parks and Recreation Element was made in 2005 and additional amendments to the element were made in 2008 when the Planning Commission reviewed the park impact fees and recommended that the City Council increase the impact fees.

Due to the length of this element the Planning Commission is being referred to Chapter 6 of the Comprehensive Plan to see the complete text.

#### **DISCUSSION:**

Staff and the Planning Commission ensued in a discussion to include the following topics reference this element of the Comprehensive Plan.

- Updating the fee calculations for the park impact fees
- Obtaining MRSC's information versus hiring a private consultant to perform a financial analysis.
- Planning Commission's goal this cycle is to review the amount of land that the City has, look at the developed and undeveloped park land and make recommendations to the City Council on how much park land the City will need to best meet the community's needs.
- Senior Planner John Coleman will attempt to obtain examples of other city's impact fee calculations and how they came up with those numbers.
- Staff to ask the City Finance Director how much money was earned under the \$1500 per unit impact fee schedule and the \$1000 per unit impact fee schedule. What land has been purchased in the past 5 years with park impact fee funds? What park development has been paid for from this fund?
- Discussion on developing and including a vision of the parks system within the City and getting the parks and recreation board together to help with the vision. Staff to invite the Parks Department to Planning Commission meeting for comments.
- The Comprehensive plan is a goal document and park impact fees are not for land acquisition. Park impact fees are for development of a fully usable park system

**NEW BUSINESS:** None

**UNFINISHED BUSINESS:** None

**COMMISSION DISCUSSION/INFORMATION ITEMS:**

- Tree City Application process
- Discussion on backyard gardens
- Update on railroad track removal next to Northern Ave
- SEPA Joint workshop
- Farmer's Market opens on May 19<sup>th</sup>.

**ADJOURNMENT – [Time 8:29 p.m.]**

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**PLANNING COMMISSION CHAIRMAN**

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**PLANNING COMMISSION SECRETARY**

Attendance : 2