

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

**November 15, 2011  
Minutes**

**CALL TO ORDER:** Chairman Rick Judd called the meeting to order at (6:33 pm).

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Present: Commissioners- Pat Huggins, Stephanie Lokkebo, Eric Johnson, Jim Johnson, Terry Carter, Jennifer Eldred

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

**APPROVAL OF AGENDA:** Approved

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

**GENERAL PUBLIC COMMENTS:** None

**PUBLIC HEARING/S:** None

**NEW BUSINESS:** None

**UNFINISHED BUSINESS:**

**1. Shoreline Management Program Update Open House: Open 6:33pm**

Senior Planner John Coleman explained as part of the ongoing update of the City's Shoreline Management Program the Citizen's Advisory Committee (Planning Commission members) is holding another open house to gain input from the community on any questions or comments they might have reference goals for future use of shoreline areas within the city. At this time there were no citizens at the meeting and the open house was closed.

**2. CPA-3-11: Update of the Parks and Recreation Element of the Sedro-Woolley Comprehensive Plan**

Senior Planner John Coleman summarized the information that was acquired at the last Planning Commission meeting reference what type of parks they would like to have, the possible locations of the parks and the level of service for city parks. At this meeting the discussion will include on defining a level of service from which impact fees calculations can be based.

Staff is recommending ten (10) acres of neighborhood community and regional parks per 1,000 residents in 2025. This number includes limited-use parks such as ball fields and

undeveloped properties where the public does not have unfettered access to the property. Park land that is open to the public without restrictions should comprise 75% of the 10 acres level of service. Therefore 7.5 acres of open Public Park should be available per 1,000 residents. Currently there are 3.16 acres of developed and 1.66 of limited access park land per 1,000.

Staff is also recommending 1 mile of trail per 1,000 residents for 2025. Currently there are roughly 0.37 linear miles of trails per 1,000 residents of Sedro-Woolley. This includes both trails on public lands and trails on private land where an easement is in place to allow public trail access.

Staff is also recommending five (5) acres of open space park per 1,000 residents. Currently the level of service is 1.45 acres per 1,000 residents.

#### **PLANNING COMMISSION DISCUSSION:**

A discussion ensued to include the following:

- Clarification of limited-use parks and trails that were counted by Staff.
- Clarification and locations of current open space parks within the City.
- Size of current City parks.
- Clarification of City owned and non-City owned parks and their locations.
- Explanation of easements across privately owned properties and how they could be developed and considered with existing open space or trails.

#### **3. Urban Village Mixed Use (UVMU) Overlay development regulations: Designate new rules to guide development in the UVMU area.**

City Planner/Building Official Jack Moore summarized the history of the Urban Village Mixed Use (UVMU) overlay and the UVMU location. The current location is 21 acres west of Trail Road and east of Brickyard Creek.

Staff is looking for direction from the Planning Commission regarding desired changes to the proposed zoning regulations and information that should be included in the design standards.

#### **PLANNING COMMISSION DISCUSSION:**

A discussion ensued to include the following:

- Clarification of recreational and cultural uses listed in the permitted uses section of the code versus the outdoor recreation facilities use in the conditional use section of the code.
- Discussion on the restrictions, requirements and or allow uses that could be applied along the Brickyard Creek area within the present UVMU property.
- Clarification of the Brickyard Creek required critical area setbacks, required access, drainage and plantings etc.
- Plantings along the creek and the responsibility for the maintenance of this area.
- Obtaining examples of commercial or residential access to the creek.
- The need to clarify the mixed-use businesses and the live/work units.
- The request for definitions to be added in the UVMU code.

- Discussion on building heights and parking requirements. (Clarifications added into the code).
- Discussion on the parking intent and the creation of a mixed-use parking district and the no off-street parking.
- Discussion of the Floor Area Ratio (FAR) and Floor Area Bonus Options in the Old Town Urban Village in Bellingham example.
- Encouragement of a higher standard of development for the City.

**PLANNING COMMISSION DISCUSSION /INFORMATION ITEMS:**

- Commissioner Pat Huggins shared photos of bicycle areas/storage and pedestrian access in the University Village and UW campus.
- Signage question for a business on Eastern Ave.
- Commissioner Eldred reported to the Planning Commission her recent accomplishment in finishing her master of the business administration program through the Harvard Business through the small business administration. She also commented on her recent KOMO 4 News interview reference downtown establishments and the problems neighboring businesses were having with them.
- Planner Moore advised the Planning Commission of the recent City budget cuts.
- Planner Moore advised the Planning Commission of the upcoming public hearing reference the conditional use permit for Tom Swett.
- Discussion on the recent City Council meeting and the change to the business license fees.

**ADJOURNMENT**-(Time: 8:12 pm)

---

PLANNING COMMISSION CHAIRMAN

---

PLANNING COMMISSION SECRETARY

Attendance: 1