

**CITY OF SEDRO-WOOLLEY
PLANNING COMMISSION
Regular Meeting
December 19, 2006**

MINUTES

CALL TO ORDER:

Chairman Dan Lefeber called the meeting to order at 6:30 p.m.

ROLL CALL:

Present: Commissioners James Johnson, Patrick Huggins, Rick Judd, Susie Williams, Kevin Loy, Mike Macomber

APPROVAL OF AGENDA: Approved

CONSENT AGENDA: Approved

GENERAL PUBLIC COMMENTS: None

PUBLIC HEARING/S: Sign Ordinance -Proposed changes

STAFF:

Associate Planner John Coleman gave the background on why staff has brought the sign ordinance back to the planning commission for amendment considerations. Staff has received several complaints on the ordinance from applicants, business owners and citizens on the design elements and the non-enforcement of the sign ordinance.

Staff would like guidance and recommendations from the commission on several items along with public input from the citizens of Sedro-Woolley.

COMMISSION DISCUSSION:

Commission discussion held to include:

Background of the when and why the sign ordinance and design standards were put in place.

The description of a temporary sign and how long should it be able to remain in place.

The difference between banners, for sale signs, sandwich signs, garage sale signs

Setting up some timeframes so the code enforcement Officer Bob Parks can have a guide to enforce the codes.

Sandwich sign boards in town and out on Hwy 20

Sandwich boards to be placed in front of businesses during business hours and then removed when the business is closed.

Sign Façade- One business-how many, where.

Date-stamping temporary signs

Public hearings for input and changes

Enforcement by city personnel

PUBLIC HEARING: Open: 6:35p.m. Closed: 6:50 p.m.

STAFF: City Planner/Building Official Jack Moore addressed the planning commission. He reiterated what Associate Planner John Coleman said that the city staff is asking for some guidance and clarification in the sign ordinance and the staff on hand is willing to go out and enforce the code.

Commissioner Huggins made the motion that the planning commission enables the staff to come up with language for the sign ordinance which will address the following:

1. 90 days time limit for new or relocated businesses
2. 30 days for all other temporary signs
3. 90 days for all old signs that the business has moved on
4. Restrict sign height to 15 feet as measured from the street centerline
5. 200 square feet per sign (including both sides)
6. Two signs per business: One on the building and one on the street
7. Track complaints made to the city
8. Date-stamp all temporary signs
9. Research what size is a normal size sandwich board

Commissioner Loy-No

Commissioners Johnson, Huggins, Judd, Williams, Macomber- Yes

5-1

Motion passed

Staff will bring back language to the planning commission next meeting and another public hearing will also be published for citizen input.

NEW BUSINESS: None

UNFINISHED BUSINESS: Home Occupation permit language- removed from agenda

COMMISSION DISCUSSION/INFORMATION:

- Corrected appointment dates of Planning Commission members-handout
- Discussion on the appearance of fairness doctrine, planning commission RCW Sections-handouts, short course in planning commission training, planning commission site visits (group vs. individual), obtaining the city legal opinion on site visits,

ADJOURNMENT: [8:30 p.m.]

PLANNING COMMISSION CHAIR

PLANNING COMMISSION SECRETARY