

**CITY OF SEDRO-WOOLLEY
PLANNING COMMISSION
Field Trip- 6:00 p.m.
Meeting- 7:00 p.m.
June 19, 2007**

MINUTES

CALL TO ORDER:

Chairman Dan Lefeber called the meeting to order at [7:00 p.m.]

ROLL CALL:

Present: Commissioners Rick Judd, Patrick Huggins, Susie Williams

Absent: Commissioners Kevin Loy, Kris Bulcroft

APPROVAL OF AGENDA: Approved

CONSENT AGENDA: Approved Minutes from the previous meeting

GENERAL PUBLIC COMMENTS: None

PUBLIC HEARING:

1. Preliminary Plat Approval for "Plat of Jones Estates" #05-SD-2

STAFF:

Associate Planner John Coleman gave the background on the application for the Plat of Jones Estates. The original application was submitted on December 2, 2005 by Skagit Surveyors and Engineers to subdivide a 17.87 acre parcel zoned (R- 5) into sixty-three single family residential lots and a 21,546 square foot park/play area. The original application was a standard long plat that did not deviate from the Public Works Construction Standards. On January 26, 2007 the applicant changed the application to include low impact development (LID) techniques that require the City Engineer to approve deviations from the standards. Changes to the proposed plat are narrow streets to reduce the amount of impervious surfaces on-site and rain gardens to store and treat stormwater runoff.

On April 11, 2007, after hearing two informational presentations at earlier meetings, discussing concepts of a LID project at two earlier regular city council meetings and discussing LID concepts in the public comment period of another meeting, the consensus of the City of Sedro-Woolley City Council is receptive to LID as identified in the Low Impact Development Technical Guidance Manual for Puget Sound Cooperative Extension , published in January 2005 by the Puget Sound Action Team and the Washington State University.

Staff recommends approval of the preliminary plat of Jones Estates and that the applicant must comply with the mitigation measures included in the SEPA Mitigated Determination of Non-Significance issued on March 3, 2006. The conditions for approval are listed on page 5 of the Staff Report and Findings of Fact for the preliminary plat of Jones Estates.

APPLICANT:

Marianne Manville-Ailles- Skagit Surveyors and Engineers- 806 Metcalf Street, Sedro-Woolley.

Marianne (spokesperson for the applicant) spoke on the positives concepts for the proposed low impact development located on the East Jones Road. She brought up that the proposed plat application can function as a standard plat but this application that is being brought before the commission will include low impact development concepts such as:

Narrow street design

No curbing in the streets

No parking on streets

59 additional parking spaces with pavers along with parking within the driveways of each residence

Rain gardens-landscaping

Play area

Walking path, gazebo, low sitting retaining wall

Fencing- The developer will build the fence along the northern property line before final approval and the homeowners association will maintain the fencing.

Homeowner's association will apply with covenants and restrictions.

She also states that this application is a very attractive development and should trigger a pride in ownership and the homeowners will be maintaining the rain gardens (plants) and other features within the plat.

PUBLIC COMMENTS: Open- 7:25 p.m. Closed-7:32 p.m.

Erik Pedersen- 7413 North Capehorn Road, Sedro-Woolley; addressed the commission on the positive concepts of this low impact development application. He is glad to see a better product in the housing market for the city.

Kris Goode- 3001 Arbor Street, Mt. Vernon; advised the commission on the type of neighborhood he lives in Mount Vernon and how excited he is to see another type of housing going in instead of the standard tract housing. He states that there is no pride in ownership in standard tract housing and that most of his neighborhood has turned into rentals. He is glad to see more green features and less pavement features.

STAFF: Associate Planner John Coleman suggested that planning commission on put a fencing condition on this application due to staff receiving a request for the homeowner on the north side of the plat.

PLANNING COMMISSION DISCUSSION:

Commission discussion ensued to include rain gardens and how they are put in and how they work, what type of plants will be put in, other landscaping elements and park design.

Discussion on who will be responsible for maintaining the rain gardens and fencing when the plat is completed.

The applicants of the Plat of Jones Estates stated that a homeowner's and by-law agreement will be put in placed and recorded. It will be the responsibility of the homeowners to maintain the rain gardens and fencing.

There will be a 2 ½ year maintenance schedule of the rain gardens put in place and monitored by the developer before it will be turned over to the homeowner's association.

Discussion on how new home owners will be notified that there is a homeowner's association agreement and what will be the responsibilities that go along with it. This process should be done at the time of sale by the title companies.

Commissioner Pat Huggins made a motion to approve Pre Plat of Jones Estates #05-SD-2 brought to the planning commission by staff with the following condition added:

1. Fencing along the property lines will be maintained by the homeowner's association and not the individual landowners.

Commissioner Susie Williams seconded.

Vote taken.

Commissioners Susie Williams, Rick Judd, Patrick Huggins- yes

Motion passed.

2. Preliminary Plat approval for "Plat of Sapp Place" #LP-1-07

STAFF:

Associate Planner John Coleman gave the background on the application for Plat of Sapp Place. This is a standard plat in which the applicant seeks to subdivide approximately 1.81 acres zoned Residential 5 into seven single family residential lots and a 901 square foot park/play area (Tract C). The proposed subdivision will be served by a single cul-de-sac off of Sapp Road. A small wetland has been shown to exist in the western corner of the property. The wetland was delineated and protective measures for the wetland and its fifty foot buffer were identified in the wetland assessment. The wetland and buffer are a separate tract on which nothing can be built.

Associate Planner Coleman stated the applicant will need to fix Exhibit B "10' landscape and utility easement" to read only "10' utility easement" and update and clarify the planting strip and sidewalk design on Exhibit B. Associate Planner Coleman also advised that no playground equipment and street lighting has been called out by the applicant and the storm water design is being worked on and is not complete at this time.

Staff recommends approval of preliminary plat of Sapp Place subject to conditions found on pages 4-6 of the Staff Report and Finding of Fact and the conditions already discussed. Staff would like to see the plat approved at this time, although there are some items that still need to be worked out.

APPLICANT:

Rick Holt- Bayview Surveying and Engineering, 130 Sharon Ave, Burlington-

Mr. Holt addressed the commission on several items ensued to include the storm water review, detention pond depth and fencing, Errors on Exhibit B, play area, landscaping, flat curbs and swales, five foot sidewalks along cul-de-sac of Sapp Place.

PUBLIC COMMENTS: Open- 7:59 p.m. Closed-8:44 p.m.

Brian Hanson- 978 Hill Court Drive, Burlington- Owner/developer of Sapp Place.

Mr. Hanson addressed the commission on the status of the plat. He advised that the planning department has been working on this application for 2-3 months and he feels that the plat is where it should be at this time. He expressed his concerns on the time it takes for outside reviews and he would like to see the planning commission give preliminary approval at this time and in the meantime the issues and concerns for final approval can be worked out. He doesn't want to see the process take another month for approval. Mr. Hanson expressed his concerns and frustrations on how long it took his last plat to get approve through the city process. He advised the planning commission that things are getting better within the planning department and issues are getting reviewed and approved in a timely manner. Mr. Hanson agrees that there are several issues that are under review and that will need to address before final approval is granted.

PLANNING COMMISSION DISCUSSION:

Discussion ensued to include playground equipment for multiple range of ages, benches within the plat, the height and type of fencing around the detention pond, location of drainage pond versus the

location of the play area, the depth and safety of the detention pond that is located next to the play area and sidewalk, drainage and standing water. Discussion of a 4 foot fence, decorative in design, to be built so as to keep a four inch sphere from passing through it as approved by the planning director. If any major plat alterations are made, the plat will be brought back to the Planning Commission.

Commissioner Rick Judd made a motion to approve Plat of Sapp Place #LP-1-07 with recommendations noted by staff with modification to the condition #8 and the addition of the following conditions:

1. A fence of four (4) feet in height shall be required along the entire perimeter of the detention pond. The fence shall be decorative in design and constructed as not to allow a four inch sphere pass through the fence. The location of and details of the fence shall appear on the landscaping plan and the maintenance of the fence shall be the responsibility of the homeowner's association.
2. All references in the landscape plan and construction drawings to either a "10 foot landscape and utility easement" or a "10 foot utility easement utility easement" shall be changed to read "10 foot utility easement".
3. Tract C shall be identified on the preliminary plat and the landscape plan as the designated play area.
4. The landscape plan shall be amended to clearly identify the dimensions of the sidewalk, paved road surface and planting strip at both the straight portion and circular portion of the cul-de-sac.
5. Remove all references to the fence along the edge of Sapp Place.

Seconded by Commissioner Pat Huggins

Vote taken

Commissioners Susie Williams, Rick Judd, Patrick Huggins-yes

Motion passed

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Joint Council/Planning Commission Meeting was cancelled on June 21.
2. Re-Zone application next meeting –location

COMMISSION DISCUSSION/INFORMATION ITEMS:

1. Field Trips- Better information (Visual)
2. Advertising for a New Planning Commission member (Deadline June 29)
3. Appeals- Legal information forthcoming
4. Sign Ordinance passed by City Council

Next Planning Commission Meeting- July 17, 2007 at 6:30 p.m.

ADJOURNMENT – [Time: 9:05 p.m.]

PLANNING COMMISSION CHAIR

PLANNING COMMISSION SECRETARY