

**CITY OF SEDRO-WOOLLEY  
PLANNING COMMISSION MEETING  
MINUTES  
February 16, 2021**

**CALL TO ORDER:** Chair Joe Fattizzi called the meeting to order at (6:30 pm).

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Present: Commissioners-Danielle Freiberger, Joe Franett, Joe Fattizzi, Stacy Penno, Silas Maddox and Eric Johnson

**ABSENT:** Pat Huggins

**STAFF:** John Coleman, Michelle Grace, Katherine Weir

**APPROVAL OF CONSENT AGENDA/MINUTES:** Minutes from January 19, 2021 approved as written.

**GENERAL PUBLIC COMMENTS:** There is no comment period during the virtual meeting. Comments must be submitted via email or mail in advance of the hearing to be read into the record. There were no general comments submitted.

**PUBLIC HEARING:**

1. Proposed updates to the Shoreline Master Plan Program (SMP).

Katherine Weir, Assistant Planner, gave an overview of the Shoreline Management Program Update periodic review. She explained that under the Shoreline Management Act, each city and county with shorelines of the state must prepare and adopt a Shoreline Master Program that is based on state laws and rules but is tailored to the specific geographic, economic and environmental needs of the community. Ms. Weir pointed out that during the review process the Planning Commission will act as the Citizens Advisory Committee (CAC). The CAC will hear comments from the public and make recommendations on the SMP goals and guidelines. The CAC already reviewed the 2020 Public Participation Plan at its January 19, 2021 meeting. Now the proposed amendments to the SMP itself and proposed updates to the Shoreline Critical Area Regulations are ready for the CAC to review.

Ms. Weir went on to explain that amendments to the adopted Shoreline Master Program include updates for cost thresholds and minor adjustments to language consistent with Department of Ecology example language. There are no substantial changes to the Shoreline Master Program as part of the 2021 periodic review process. The Shoreline Critical Area Regulations have been updated with new wetland buffer tables and minor language changes that provide more clarity consistent with Department of Ecology example language and guidance. The amendments to this document will result in increased wetland buffer requirements based on the impact of adjacent land uses and clarified requirements for a 25% reduction in wetland buffer widths. With that the Chair, opened the hearing for public comment at 6:39 p.m. There were no public comments so the Chair closed the public hearing at 6:41 p.m. There will be a second public hearing scheduled for the next Planning Commission meeting.

**UNFINISHED BUSINESS:**

1. Review of and possible amendments to the city regulations for electronic reader boards in the Central Business District.

John Coleman, Planning Director explained that the City Council has requested that the Planning Commission review the current regulations on electronic reader boards in the Central Business District (CBD) and review possible amendments to the zoning code and/or design standards to permit such signs in certain areas. At the previous Planning Commission meeting, the Commission discussed several ideas of how electronic reader boards in the CBD can be regulated. From that conversation it was evident that there are many ways to regulate signage. It also became evident that the location of the signs makes a difference in how signs may need to be regulated.

Mr. Coleman explained that he is working on a developing a new code section to address reader board sign regulations that would address limits on brightness and animation, location, setting a time limit on the scrolling capacity. The goal is to allow signs will not be distracting, cause a safety hazard or just be unpleasant to passers-by. Mr. Coleman then requested feedback from the Commissioners as to what they would like to see in the sign code to regulate reader board signs.

After discussion, the consensus of the Commissioners is to make sure that electronic reader board signs are carefully placed so that integrity of the downtown to maintain the historical value, along with not impacting residential neighborhoods. Based on the Commissioners comments, Staff will put together a draft code for them to review at the March 16, 2021 meeting.

**NEW BUSINESS:** None on the Agenda

**PLANNING COMMISSION DISCUSSION/INFORMATION ITEMS:** None on the Agenda

**DISCUSSION ITEMS:** None

**ADJOURNMENT-** (Time: 7:35)

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PLANNING COMMISSION CHAIRMAN

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PLANNING COMMISSION SECRETARY

Attendance: 6