

**CITY OF SEDRO-WOOLLEY
PLANNING COMMISSION MEETING
MINUTES – DRAFT
April 20, 2021**

CALL TO ORDER: Chair Joe Fattizzi called the meeting to order at (6:31 pm).

PLEDGE OF ALLEGIANCE:

ROLL CALL: Present: Commissioners Danielle Freiburger, Joe Franett, Joe Fattizzi, Silas Maddox, Eric Johnson and Patrick Huggins

ABSENT: Stacy Penno

STAFF: John Coleman, Michelle Grace, Katherine Weir

APPROVAL OF CONSENT AGENDA/MINUTES: Minutes from March 16, 2021 approved with an amendment to change “minimum” to “maximum” on page 2.

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 amendments to the city regulations for digital signage.

Mr. David Mercer, of 201 W State Street, E&E Lumber, spoke in support to allow digital signs within in the CBD district. He explained that the sign would allow the business to attract more patrons and they will also be able to announce community events without distracting anything from the City. There were no further comments so the Chair closed the public hearing at 6:39 p.m.

Mr. John Coleman, Planning Director, explained that the proposed amendments to the Sedro-Woolley Municipal Code Ch. 17.40 SWMC – Signs – and the Additional Standards for the Central Business District within the Sedro-Woolley design standards and guidelines manual, to address digital signs. Currently, the Design Standards do not allow digital signs and the Central Business District (CBD) and Chapter 17.40 SWMC only loosely addresses digital sign standards. The proposal will create detailed regulations for digital signs and allow some limited use of digital signs in portions of the CBD. With that the Chair, opened the public hearing.

Mr. Coleman, gave an overview of the intent of the recommended amendments to create a clear, enforceable regulations for digital signage. Also, the intent is to allow a limited amount of digital signage in the CBD that meets the City’s vision for the downtown area. The City intends to balance the economic benefits of digital signage to business owners with the safety and aesthetic standards the community as a whole expects. The proposed amendments are supported by and implement the Land Use Element and Economic Development Element of the Sedro-Woolley Comprehensive Plan.

After discussion, the Planning Commission recommended to City Council to approve the proposed amendments to Chapter 17.40 SWMC and Chapter 3 of the Design Standards with the correction to strike 11:00 p.m. in “Section B (2) display Standards in Mixed Commercial and Industrial Zone”. Motion was made by Commissioner Maddox and Seconded by Commissioner Johnson, and passed unanimously. Commissioner Huggins abstained from voting.

UNFINISHED BUSINESS: None on the Agenda

NEW BUSINESS:

1. Updates to the Sedro-Woolley Design Review Standards and Guidelines manual to address buildings in the Central Business District.

Mr. John Coleman, Planning Director, explained that the City Council has requested that the Planning Commission review the current design standards for the Central Business District (CBD). There is concern that the current design standards for CBD do not adequately ensure the development and modifications to existing buildings will occur in a way that is consistent with the City’s vision for its downtown.

Chapters 2 and 3 of the Sedro-Woolley Design Standards have not been comprehensively updated since they were originally adopted in 2004 This will be an opportunity to thoroughly review and update the design standards to ensure they provide the detail necessary to guide the type of development and community expects in the City’s historic downtown.

After discussion, Mr. Coleman will provide the Commissioners with sample ordinances for Design Standards to include outdoor seating to the next meeting.

PLANNING COMMISSION DISCUSSION/INFORMATION ITEMS: None on the Agenda

DISCUSSION ITEMS: None

ADJOURNMENT- (Time: 7:33 p.m.)

PLANNING COMMISSION CHAIRMAN

PLANNING COMMISSION SECRETARY

Attendance: 6