

**CITY OF SEDRO-WOOLLEY**  
**PLANNING COMMISSION MEETING**  
**MINUTES – DRAFT**  
**May 18, 2021**

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

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:** Present: Commissioners Danielle Freiberger, Joe Franett, Joe Fattizzi, Silas Maddox, Stacy Penno, Patrick Huggins and Eric Johnson (arrived after meeting began).

**ABSENT:** None

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

**APPROVAL OF CONSENT AGENDA/MINUTES:** Minutes from April 20, 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:** None on the agenda.

**UNFINISHED 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 City Council made a request that the Planning Commission review the current design standards for the Central Business District (CBD). There is concern that the current design standards for the CBD do not adequately ensure that development and modifications to existing buildings will occur in a way that is consistent with the City's vision for its downtown.

With that, Mr. Coleman pointed out that the Planning Commission began the process at the April 20, 2021 meeting of thoroughly reviewing the City's existing standards and has already identified areas that can be improved.

Ms. Katherine Weir, Assistant Planner, presented sample design standards from various cities. She asked the Commissioners to review these standards of other jurisdictions to look for ideas and overall concepts that can help improve the S-W Design Standards. Commissioner Franett spoke in favor of the City of Arlington's requirements pertaining to their awning rules. He suggested that awnings be required downtown and extend to the curb. That being said, can the City make the business owners comply with a new ordinance. Mr. Coleman explained that any new design standards that are adopted can be enforcement with building permits for new Buildings and major modifications.

Commissioner Fattizzi and Maddox expressed their interest in the Snohomish County's design standards. They both were impressed with their requirements. Commissioner Higgins, spoke in favor of the northwest style designs. He likes the idea of roll up and sliding windows as long as the façade matches adjoining buildings. Commissioner Johnson joined the meeting at 7:26 p.m.

After great discussion, the Commissioners agreed that the design standards should be written to maintain the historical tradition of the downtown but with modern flare.

Mr. Coleman requested that the Commissioners submit notes of elements of which jurisdictions design standards are appealing and would be a good addition in the City's design standard ordinance.

**NEW BUSINESS:** None on the Agenda.

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

**DISCUSSION ITEMS:** The Chair, Joe Fattizzi mentioned he spoke to the Mayor and she thanked the Commissioners for their hard work on the reader board ordinance and appreciated the quick turnaround time.

**ADJOURNMENT -** (Time: 7:54 p.m.)

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PLANNING COMMISSION CHAIRMAN

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PLANNING COMMISSION SECRETARY

Attendance: 6