

# **City of Stanwood**



## **City Council Packet**

### **Stanwood City Council Regular Meeting**

**Thursday, June 22, 2023**



**AGENDA**  
**CITY COUNCIL REGULAR MEETING**  
**Thursday, June 22, 2023 – 7:00 p.m.**

Stanwood-Camano School District, Admin. Building Board Room  
26920 Pioneer Highway, Stanwood, WA 98292

Members of the public may attend Stanwood City Council meetings  
in-person at the address above, or Via Zoom.  
Instructions to join the meeting by telephone or online are posted on the  
City Website <https://www.stanwoodwa.org>

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF THE AGENDA**
- 4. PRESENTATIONS**
- 5. PUBLIC COMMENTS**  
Written comments must be provided to the Clerk by 9:00 a.m. the day of the meeting via this link:  
<https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>;  
verbal comments may be provided in-person, or online via Zoom, call 360-454-5213 for assistance.
- 6. STAFF / DEPARTMENT REPORTS**
- 7. COUNCIL COMMITTEE REPORTS**
  - a. Community Development Committee Meeting Minutes – June 1, 2023
  - b. Parks and Trails Advisory Committee Meeting Minutes – April 17, 2023
  - c. Community Development Committee and Planning Commission Joint Meeting Minutes – April 24, 2023
  - d. Planning Commission Meeting Minutes – April 10, 2023
- 8. CONSENT AGENDA**
  - a. Approve Vouchers and Payroll Checks
  - b. Approve City Council Regular Meeting Minutes – June 8, 2023
  - c. Approve Second Utility Account Adjustment for Accounts 1850 And 2449
- 9. UNFINISHED BUSINESS**
- 10. PUBLIC HEARING**
  - a. Stanwood Housing Action Plan
    - i. Open Public Hearing
    - ii. Adopt Housing Action Plan Resolution 2023-09
- 11. NEW BUSINESS**
  - a. Authorize Mayor to Sign TRANSPO Task Order-Intersection Control Evaluation-SR 532 and 64<sup>th</sup> Ave. NW
  - b. Approve Resolution 2023-10 – Parks Lead Position
  - c. Adopt Ordinance 1522 - Emergency Noise Disturbance
- 12. PUBLIC CLOSING COMMENTS**
- 13. EXECUTIVE/LEGISLATIVE REPORTS**
  - a. Mayor's Report
  - b. City Administrator's Report
  - c. Councilmember's Reports/Questions
- 14. RECESS TO EXECUTIVE SESSION:**
- 15. ADJOURN**

**Upcoming Meetings:**

July 13, 2023, Regular City Council Meeting 7:00pm

July 27, 2023, Regular City Council Meeting 7:00pm



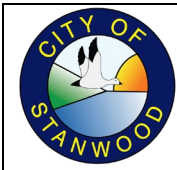
**CITY OF STANWOOD  
COUNCIL AGENDA STAFF REPORT**

**ITEM NUMBER:** 7a  
**DATE:** June 22, 2023  
**SUBJECT:** Community Development Committee Meeting Minutes  
**CONTACT PERSON:** Patricia Love, Community Development Director  
**ATTACHMENTS:** A – June 1, 2023 Meeting Minutes

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**SUMMARY STATEMENT:**

Minutes from the June 1, 2023 Community Development Committee Meeting are attached to this staff report for approval as presented.



Community Development Committee  
Meeting Minutes  
Thursday, June 1, 2023 | 5:00 pm

**Council Members Present:** Marcus Metz, Tim Schmitt, Steve Shepro

**Staff Present:** Patricia Love, Tansy Schroeder, Audrey Rotrock, Sarah Cho

**Others Present:** Chris Collier (Alliance for Housing Authority)

Council Member Steve Shepro called the meeting to order at 4:58 p.m.

**1. HASCO Interlocal Agreement**

The Housing Authority of Snohomish County (HASCO) and City Staff are working on an Interlocal Agreement that would allow HASCO to purchase, build, and manage affordable housing projects in the City of Stanwood. Council members are supportive of the idea but would like to hear more details of the agreement at the July Community Development Committee meeting before bringing it to the full Council.

**2. Storefront Improvement Program Amendments**

The Storefront Improvement Program is in the middle of the first application year. Throughout the process, questions and concerns have come up about the program guidelines. The Community Development Committee would like to hear more ideas from the Economic Development Board about the questions and concerns before making amendments to the program.

**3. 2023 Washington State Legislative Summary**

Patricia Love gave a summary of the last legislative session that ended with several bills that affect planning and zoning. The Committee looks forward to learning how the City will implement those bills.

**4. Comprehensive Plan Cover Page Review**

The cover page of the Comprehensive Plan sets the tone and first impression for what is included within the Plan. The cover page should be a visual representation of the City and its values. The Committee was presented with nine images to select from. Of the nine images, Council members settled on four images they felt represent the City and its values. Those four images were sent to Mayor Roberts for review.

Adjourn: 6:33





**CITY OF STANWOOD  
COUNCIL AGENDA STAFF REPORT**

**ITEM NUMBER:** 7b

**DATE:** June 22, 2023

**SUBJECT:** Parks Trails Advisory Committee Meeting Minutes

**CONTACT PERSON:** Carly Ruacho, Parks Manager

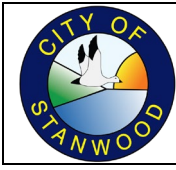
**ATTACHMENTS:** A- April 17<sup>th</sup>, 2023, Parks Trails Advisory Committee Meeting Minutes

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**SUMMARY STATEMENT**

Minutes from the April 17<sup>th</sup>, 2023, Parks Trails Advisory Committee Meeting Minutes are attached to this staff report for approval as presented.

These minutes were approved at the May 15, 2023 Parks Trails Advisory Committee Meeting.



## Parks and Trails Advisory Committee Meeting Minutes April 17, 2023

**Call to Order:** 3:06PM

**Roll call:**

Gordy Holmes  
Matt Withers  
Lisa Bruce  
Dave Hall  
Judy Williams  
Meagen Watne

**Staff Present:**

Carly Ruacho, Parks Planning Manager  
Kevin Pellham, Engineering Technician  
Kevin Hushagen, Public Works Director  
Shawn Smith, City Administrator

**Absent:** Cathy Wooten

**Citizens Present:** Peter Kamb

**Citizen Comments:** Peter Kamp said supports the extension of the Port Susan Trail project and was happy to hear that the Hamilton Park plans were moving forward. He would like to see more investigation on the possible purchase/placement of a trail on the railroad right of way on the north and west ends of town.

**Approval of March 2023 PTAC Minutes:** Minutes approved as written.

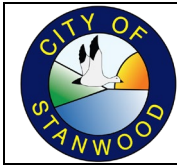
Judy Williams moved to approve as typed, Matt Withers Second, all members in favor.

### Church Creek Park Critical Areas Study

The committee reviewed the Confluence Environmental Company Critical Areas Study. There were no decisions made during this discussion it was conversation only. You can view the full study here. [04172023-505 \(stanwoodwa.org\)](https://www.stanwoodwa.org/04172023-505). It was noted that this study will be used to inform future projects in the park and may limit what types of projects are allowed and will likely increase the cost of projects due to mitigation requirements.

### Park/Trails Updates

- **Pickleball Construction**
  - Courts are under construction. Paving happened last month. Fence posts are now in at HP and basketball hoops up at CCP. Surfacing will happen when the weather meets the installation standards (5 days over 70 degrees).
- **CCP Baseball Field Improvements**
  - The field is looking very nice and the grass is starting to thicken up. The drainage seems to be working well and the field is now open for use. The dugout roof replacement will happen later in the year.
- **Hamilton Park Construction**
  - Consultants are working to finish up the design, which should be almost complete by the end of April. The City plans to send the project out for bid in May. There is a limited budget and depending on the bid prices some elements may need to be removed from the proposal (namely the restroom and the labyrinth). The hope is to have the bid awarded and approved by Council in June and have the work begin immediately and completed by the end of the year.



## Parks and Trails Advisory Committee Meeting Minutes April 17, 2023

- **Ovenell Park Public Farm Proposal**

- The request for a one-year lease of Ovenell was taken to the Public Works Committee for discussion. There were no recommendations made at that meeting but the two committee members that were present were generally in favor of the proposal. Some concerns were addressed with the project proponent who will make some changes to the plan based on the discussion. Carly will be talk with Shawn next week to get direction for the next steps on this item.

- **Heritage Park Skate Park**

- The contract for the Skate Park upgrade/maintenance has been signed. The work will begin either the last week in June or first week in July. The project will take about a week to complete and is \$10k under budget.

### Committee Comments

- Carly reported that the name for the downtown park recommended by PTAC of Railroad Park was rejected by the City Council. They requested further consideration of a more historic name.
- Gordy Holmes talked about the interest from the Camano Pickleball Association in donating funds and labor for additional “hedge” trees around the pickleball courts to provide additional wind break. He asked who at the City he should talk to about his proposal. Carly asked Gordy to put together a plan as to how many, what type and where the trees would be planted so we have a better understanding. There were some concerns regarding spacing of the trees to leave room for planned future trail on the north edge of the park. Gordy will draw up a schematic and PTAC will discuss at a future meeting.
- Lisa Bruce asked if the City can help maintain the school baseball fields in order to provide the community with more fields. Carly expressed concerns of the city not having the workforce to maintain fields that are not owned by the city. Another committee members had concerns about going to the schools with complaints and the school district responding by not letting non-school groups use the fields at all. It was recommended that the baseball organizations provide volunteer maintenance at the fields or reach out to other community volunteer groups to help with the school fields.  
Lisa also presented some ideas to the committee for the future improvements to Heritage Park. One idea was a beach volleyball area that she had seen getting high use at Wenatchee area parks. Also, a round, back-to-back, basketball court with lighting. Concerns were voiced by other members regarding the liability and maintenance burdens of the sandy areas needed for beach volleyball. Carly reported that basketball courts with lighting are in the master plan for the park a future time on the Josephine side.
- Kevin Pellham talked about the vandalism happening at the parks and how it’s taking up a lot of staff time to clean it up. There was a discussion about possibly putting cameras up in the affected areas. Kevin also reported that once the concrete pads get poured then the parks team can put the heads on the irrigation system.
- Meagen Watne spoke in support of contacting BNSF railroad regarding a trail on their right of way. She also suggested looking into Rails to Trails grants.

**Adjourn: 4:47PM**

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## **CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT**

**ITEM NUMBER:** 7c

**DATE:** June 22, 2023

**SUBJECT:** Joint Planning Commission and Community Development Committee Meeting Minutes

**CONTACT PERSON:** Patricia Love, Community Development Director

**ATTACHMENTS:** A – April 24, 2023 Meeting Minutes

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### **SUMMARY STATEMENT**

Minutes from the April 24, 2023 Joint Planning Commission and Community Development Committee Meeting are attached to this staff report for approval as presented. These minutes were approved at the June 12, 2023 Planning Commission Meeting.



## Joint Planning Commission & Community Development Committee Meeting Minutes April 24, 2023 – 6:30 pm

**Call to Order:** 6:33 pm

### Roll Call

#### Commissioners Present:

Patrick Hosterman, Commission Chair  
Robert Hicks, Commissioner  
Melissa Toner, Commissioner  
Cody Davis, Commission Vice-Chair  
Jeff Wheatley, Commissioner  
Tim Schmitt, Council Member  
Steve Shepro, Council Member  
Marcus Metz, Council Member

#### Staff Present:

Patricia Love, Community Development Director  
Tansy Schroeder, City Planner  
Audrey Rotrock, Associate Planner

#### Absent:

Eric Warnat, Commissioner, Justin Burns, Commissioner

**Also known to be present:** Rick Williams, Jay & Carly Sarver, Sean Connolly, Melodee Sarver, Stuart Heady.

Online: Nicole Ng-A-Qui, Meagen Watkins, Charvet Drucker, Kathleen Shepro, Matt, Tom Surridge, Christy Ward, Ellen Paige, Sam Drucker, William Lippens, (925) 878-5677, Observer 1, Observer 2

#### Public Requests and Comments:

None

#### Approval of Minutes:

The minutes from the April 10, 2023 Planning Commission meeting were unanimously approved.

#### New Business:

##### **2024 Comprehensive Plan Organization**

The March Advisory Group meeting included a robust discussion on the Land Use Element of the 2024 Comprehensive Plan. Several comments centered around the Element being too technical, and it didn't flow well. Some of the information that felt missing from the Land Use Element is actually located in other Elements / Chapters of the Plan. To help better understand the general flow of the entire Comprehensive Plan and the topics covered in each Element, staff prepared a table describing the topics addressed in each Element.

- The Planning Commissioners and Council Members found the table very helpful in understanding what each Element contains.

##### **2024 Comprehensive Plan Land Use Element**

The Land Use Element is the most critical component of the Comprehensive Plan and the basis for all other required elemental chapters. The 2015 Land Use Element consists of 25 different goals each with their own associated set of policies. Staff and consultant edits to this element concentrated on simplifying the text, removing redundant goals or policies, simplification, already implemented/adopted, or more appropriate for the Municipal Code or other elements of the Comprehensive Plan, and adding new policies addressing regional planning policies.



## Joint Planning Commission & Community Development Committee Meeting Minutes April 24, 2023 – 6:30 pm

The Advisory Group reviewed the draft land use element at their March meeting and two issues dominated the discussion on the land use element: Provisions for commercial goods and services, and housing. Staff then reorganized the land use element and reviewed the proposed 2024 Zoning Map and are suggesting a few map changes for consideration:

- Commercial Goods and Services:
  - Option 1: General Commercial on existing “Big Box” property.
  - Option 2: Include Viking Village and QFC properties adjacent to 271<sup>st</sup> Street in General Commercial zoning.
  - Option 3 (Advisory Group preferred): Include Viking Village in GC zoning, exclude QFC properties adjacent to 271<sup>st</sup> Street.
- Expanding Housing Variety:
  - Option 1 (not supported by the Advisory Group): Apply the TN zoning to larger undeveloped lots in the uptown area.
  - Option 2: Require commercial development on TN zoned properties adjacent to SR 532.
  - Option 3: Rezone large, undeveloped parcel on Pioneer Highway to Multifamily.

### Mixed-Use Zone:

One of the goals of the downtown zoning analysis was to reduce the number of zoning districts and eliminate the confusion between the Mainstreet Business District I and Mainstreet Business District II zoning districts. By combining these zones, the new Mixed-Use Commercial zoning doesn’t account for the existing “Big Box” stores which currently serve the community.

To address this disparity, staff is suggesting the following zoning amendments:

1. Preserve the downtown, small business owner atmosphere along 271<sup>st</sup> Street, 270<sup>th</sup> Street (Main Street) and 102<sup>nd</sup> Avenue by applying the Mixed-Use zoning. This allows small business development with infill residential to support retail and restaurant shopping.
2. Apply the General Commercial zoning designation to the “Big Box” properties along 92<sup>nd</sup> Avenue, 88<sup>th</sup> Avenue and a portion of Viking Way. This preserves the existing “Big Box” development and allows for their continued use over time.

### Expanding Housing Variety:

In 2015 the City adopted the Traditional Neighborhood zoning district. The TN zoning requires three types of housing units or two types of housing units with commercial uses. The Advisory Group has suggested expanding the TN zoning and consider requiring more commercial development. In considering the AG’s comments, staff is proposing the following changes for consideration.

### Proposed 2024 Uptown Zoning:

- Traditional Neighborhood Zoning (TN)
- Multi-Family Residential Zoning (MF)
- Single Family zoning (SF)
- General Commercial (GC)
- Parks / Open Space (POS)
- Public Use/Facilities (PF)
- Industrial (GI and PI)



## Joint Planning Commission & Community Development Committee Meeting Minutes April 24, 2023 – 6:30 pm

### Proposed Uptown Zoning Amendments

1. Apply the TN zoning to larger undeveloped lots in the uptown area.
2. Require commercial development on TN zoned properties adjacent to SR 532.
3. Rezone undeveloped parcel on Pioneer Highway to Multifamily. This could allow for various infill housing types on small lots.

### Commissioner & Council Member Questions & Comments:

- Consider also adding General Commercial zoning to portions of Pioneer Highway.
- There is room for more residential neighborhoods north of Stanwood.
- Concerned about potential apartments going in near QFC. There is already a lot of traffic in this area and apartments and more cars would make getting in and out of the plaza difficult.
- Support for mixed use residential in transportation corridor (downtown and Viking Village).
- Commissioners and Council members support Option 3 under Commercial Goods and Services.
- The Commissioners and Council Members would like to learn more about Commercial Accessory Units.
- Maintain compatibility of uses in residential areas to avoid nuisances such as noise, odor, and traffic.
- An increase in traffic in residential areas and school zones is a concern. Development along SR 532 is a better option.
- The City will identify and define the types of uses/businesses that would be allowed in residential areas.
- The Residential Commercial zone appears to be what the original intent of the TN zone was. This zoning change would allow these uses to arise naturally/as needed (uses such as daycare centers, mini marts, etc.) instead of forcing them into certain zones. They will also need to meet certain parameters, such as lot size.
- Can we create parameters for places of worship to allow them to have combined uses such as worship plus a daycare? These are conversations that will happen when defining uses.
- Could a business come in and ask the City for a variance to allow a different use in a residential zone? One could get a Special Use or Conditional Use Permit that would allow a new use to happen in a zone but with certain conditions and requirements. The State discourages single area re-zones.
- There are concerns of certain types of business/uses that would not be compatible with a residential neighborhood. How can this be managed? The City asks that the Planning Commissioners create a list of uses they would and would not like to see to bring them joint Planning Commission & City Council meeting on May 11<sup>th</sup>. Here they can discuss uses and narrow them down.
- Consider creating a restrictive list of residential commercial uses and have each proposed use subject to review.
- Nearby homeowners should have input on what businesses will be allowed and not allowed.



## Joint Planning Commission & Community Development Committee Meeting Minutes April 24, 2023 – 6:30 pm

### Public Questions & Comments:

- Infrastructure of streets needs to be addressed as traffic increases. What is the timing to update the infrastructure with new developments? Developers are responsible for upgrading the infrastructure, otherwise it would be paid for by residents.
- Can new mixed-use areas be built up instead of out? The City doesn't anticipate increasing building height, but it is a topic that can be discussed with the Planning Commission and City Council.
- Many areas where residential commercial zoning may be allowed also have Homeowners Associations that could limit the types of uses allowed as well.
- There is a need for more townhomes and duplexes, instead of single-family homes and multifamily residences. These needs fluctuate with the economy.

### ***Housing Action Plan Strategies***

Stanwood received grant funding to prepare a Housing Action Plan (HAP). The purpose of the HAP is to develop a single report that defines community needs, analyzes projected needs, and identifies the most appropriate strategies and implementation actions that promote housing opportunities at all income levels. The HAP is not intended to be a regulatory document, but instead is a toolkit of recommended policies, programs, regulations, and incentives that were selected based on Stanwood's unique needs, character, and community. The City is required to adopt the HAP by June 30, 2023. City Staff and consultant, Blueline, have prepared three goals, each with 2-3 associated strategies that the City is seeking the Advisory Group's feedback on.

#### *Goal A. Provide the foundation for a growing urban community.*

- Strategy 1: Plan for intentional growth of infrastructure with consideration of the relationship between existing needs and future needs.
- Strategy 2: Foster community in areas that will experience the fastest growth.

#### *Goal B: Promote a wider variety of housing opportunities for homeowners and renters.*

- Strategy 1: Allow for higher-density residential development in proximity to services and transit.
- Strategy 2: Promote the use of infill development.
- Strategy 3: Allow for more flexible development of single-family residential units.

#### *Goal C. Promote opportunities that foster a livable Stanwood, including housing affordability, for everyone now and into the future.*

- Strategy 1: Consider ways to reduce the displacement of existing households.
- Strategy 2: Incentivize the construction of more homes for low-income and cost-burdened households.

### Commissioner & Council Member Questions & Comments:

#### **Goal A: Provide the foundation for a growing urban community**

- Commissioners and Council members have no concerns about Goal A, to provide the foundation for a growing urban community.

#### **Goal B: Promote a wider variety of housing opportunities for homeowners and renters.**



## Joint Planning Commission & Community Development Committee Meeting Minutes April 24, 2023 – 6:30 pm

- Have developers asked to build different housing opportunities? Not in Stanwood, but in other jurisdictions. There are ways to create incentives for developers to want to build different types of housing units.
- Manufactured housing is a misunderstood housing type but is becoming a popular option and could help to fill in gaps. Manufactured homes could be an affordable option for seniors.
- Tax exemptions for developers would increase everyone else's property taxes.
- Why would we offer a tax exemption? Is it for enticing developers to build? It's a new option under State law, and the City wants to inform everyone that it is an option. It also helps provide managed affordable housing that will stay affordable housing in the future.
- A tax exemption might be necessary for a short period of time when developers aren't willing to build alternate housing types.

Goal C: Promote opportunities that foster a livable Stanwood, including housing affordability, for everyone now and into the future.

- All goals show responsible stewardship for affordable housing.
- Developers want to make money and will want to build the most profitable type of housing. These goals are geared towards developers who only build affordable housing.
- What would prevent a homeowner from pricing a home at a high rate in a Community Land trust? Community Land Trusts are specifically for affordable housing. The City will do more research and get more information back to the Planning Commissioners and Council members on this topic.
- What are the challenges of accessory dwelling units (ADU)? Some challenges that are faced when building ADU's are meeting setbacks, minimum building separation, and sewer and water connections.
- It is the School District's responsibility to accommodate growth. They currently have the capacity to meet this growth within the whole district. The City is continuing to build a relationship with the District.
- Consider reinstating school impact fees.
- Planning Commissioners and Council Members are supportive of moving the Housing Action Plan forward to City Council.

### Public Questions & Comments:

- The Navy is bringing in six new ships to Everett over the next three years. Currently, sailors are struggling to find housing in Everett, and Stanwood is close enough to accommodate them.

**Old Business:** None

### **Miscellaneous Business:**

- May 8, 2023 Planning Commission meeting is canceled for the joint meeting on May 11, 2023.
- The City has received funding for repairing the dike.

### **Recent Council Action on Commission Items:**

- Municipal Code Chapters 9 and 13 are going to Council for the first reading on May 11, 2023.

### **Upcoming Items:**

- Joint Planning Commission and City Council meeting on May 11, 2023.

**Adjourn:** 8:40 pm



## **CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT**

**ITEM NUMBER:** 7d

**DATE:** June 22, 2023

**SUBJECT:** Planning Commission Meeting Minutes

**CONTACT PERSON:** Patricia Love, Community Development Director

**ATTACHMENTS:** A – April 10, 2023 Meeting Minutes

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### **SUMMARY STATEMENT**

Minutes from the April 10, 2023 Planning Commission Meeting are attached to this staff report for approval as presented. These minutes were approved at the April 24, 2023 Planning Commission Meeting.



Planning Commission  
Meeting Minutes  
April 10, 2023 – 6:30 pm

**Call to Order:** 6:32 pm

**Roll Call**

**Commissioners Present:**

Eric Warnat, Commissioner  
Robert Hicks, Commissioner  
Melissa Toner, Commissioner  
Cody Davis, Commission Vice-Chair  
Justin Burns, Commissioner  
Jeff Wheatley, Commissioner

**Staff Present:**

Patricia Love, Community Development Director  
Tansy Schroeder, City Planner  
Audrey Rotrock, Associate Planner

**Absent:** Patrick Hosterman, Commission Chair

**Also known to be present:** Andrew McKinley (West Edge Development-Three LLC), Dan Nelson (PNW Architects), Carl Pirscher (CDA + Pirscher Architects, Inc.), Sid Roberts, Andreena Bergman, Carly Sarver, Jay Sarver, Darren Robb, Charvet Drucker (online), Kathleen Shepro (online), Matt (online), Tom Surridge (online), Christy Ward (online), Ellen Paige (online), Sam Drucker (online), William Lippens (online)

**Public Requests and Comments:**

None

**Approval of Minutes:**

The minutes from the March 13, 2023 Planning Commission meeting were unanimously approved.

**New Business:**

***Public Meeting: Cedarside Commons Mixed-Use Development***

A public meeting was held for the Cedarside Commons Mixed-Use Development. The proposed development is located at 26903 72nd Avenue NW, 6817 268<sup>th</sup> Street NW, and 6824 268<sup>th</sup> Street NW, Stanwood, WA 98292 on three properties totaling 21.82 acres in the Traditional Neighborhood zoning district. The applicant is proposing two access points into the development. They are proposing to relocate the existing intersection of 268<sup>th</sup> Street and 72<sup>nd</sup> Avenue northwards to line up with the entrance to the high school. The east end of 268<sup>th</sup> Street NW will remain in its current configuration with frontage improvements. The residential portion of the development is proposed to consist of 86% multi-family apartments and 14% townhomes with approximately 26,000 square feet of commercial space.

The property is zoned Traditional Neighborhood (TN) and the proposal consists of 444 apartment units of varying sizes, and 72 townhome units for a total of 516 residential units in addition to 26,000 square feet (SF) of retail and office space, 7,130 SF of recreational amenities for the residential occupants, and 126,198 SF of Native Growth Protection Area to preserve the on-site wetlands and stream. The applicant is proposing a street vacation of 268th Street NW in its existing location and reconstructing the road northward. The applicant is also requesting a Development Agreement to facilitate development of the site due to the large encumbrance of critical areas including proposed density, height, parking, mix of uses, and critical area buffers for the project. Recreational amenities and open space, storm water management, water and sewer infrastructure, and street and landscaping improvements are all included



Planning Commission  
Meeting Minutes  
April 10, 2023 – 6:30 pm

in the project. Below is an overview of the Cedarside Commons presentation the developer and architects gave to the Planning Commission.

The Cedarside Commons project is envisioned as an all-inclusive development of residential housing, boutique commercial, personal services, and small retail shops. There is an emphasis on shared opportunities for formal and informal interactions and experiences as a community. Two of the retail buildings will face each other across a pedestrian only street leading to an open plaza with shopping and dining. Both structures have extended roofs to create dry walkways along the store fronts. The plaza is intended as a space for farmers' markets, Saturday markets, or the annual Camano Art tour. Future possibilities for the plaza could be an outdoor restaurant space, music venue, or public playground.

The centrally located residential Commons building is a 7,130 SF single-story building and will provide a fitness center, meeting rooms, barbeque space, a library, game room and administrative spaces. The Commons building shares an architectural style with the mixed-use structure as well as other planned structures. These two structures stand as the "gateway" and the integration of public to more private residential spaces. The proposed development is seeking a Development Agreement to facilitate the following requested deviations from Stanwood Municipal Code.

#### Increase of Residential Density

The allowable residential density in the Traditional Neighborhood (TN) zone is identified in Section 17.60.030 of the City of Stanwood Zoning Code as 20 Dwelling Units (DU) per acre. The base calculation for this 21.8-acre site area is therefore 436 dwelling units. The developer is proposing a total DU count of 516 units with 444 apartment units and 72 townhome units. This comes to a unit density of approximately 23.67 units per acre.

#### Reduction of Commercial Density

The developer is proposing two distinct types of residential units for this project, townhouse style units and apartment style units. Per section 17.47.040.4 of the Stanwood Zoning code, at least 10% of the gross site area must be developed as commercial space to have fewer than 3 types of residential units. The developer is requesting the City to approve a reduction in unit types to just 2 unit types based on the significant areas on site that will be reserved as undeveloped critical areas. Approximately one third of the total property acreage will be reserved as riparian habitat to protect and preserve the Church Creek stream corridor and adjoining buffers. The reserved undeveloped areas coupled with onsite parking requirements, shared activity spaces for the residents, and the enlarged ROW development has limited the opportunities for prime commercial spaces to be developed at grade.

#### Reduction of Minimum Parking Requirements

The relocation of the 268th St. NW ROW from its current location to the proposed central public pathway through the development will help mitigate problematic traffic conditions in the area and will provide a connection to integrate this project into the larger Stanwood community. Parking spaces will be provided for more than 900 vehicles within parking structures and street parking areas. Public parking is proposed on both sides of the realigned ROW which will enhance the viability of the proposed commercial spaces and serve as additional guest parking for the residential densities proposed.



## Planning Commission Meeting Minutes April 10, 2023 – 6:30 pm

The development meets ITE *Parking Generation Manual* requirements. Per Stanwood Municipal Code 17.105.050 *Permitted reductions in off-street parking requirements*, a reduction in the required number of parking spaces to the proposed number of spaces would be allowed. In keeping with the vision of a nature-oriented development, reducing the amount of parking would allow inclusion of more natural space and will limit large areas of concrete that can cause hot spots and other undesirable effects.

### Tandem Parking

The number of parking stalls proposed is a total of 902. On-site parking stalls will include 35 ADA (Americans with Disabilities Act) compliant stalls, 35 compact stalls, and 56 tandem stalls. The number of compact stalls may increase as parking needs are more fully evaluated. The below-building parking structure stalls will be assigned to the individual units. The approximate 85 stalls proposed with the ROW improvements are anticipated to be for public parking to serve both patrons of the proposed commercial spaces as well as guest parking for the residential units. In the developer's experience, tandem stalls are frequently provided for larger 2- and 3-bedroom units in mixed use projects of this scope. They ask if the City of Stanwood will consider approving a limited number of proposed tandem stalls for use exclusively with the 2- and 3-bedroom units.

### Building Height Exemption

Of the twenty-four structures proposed for the project, three buildings A1, A2, and Building C, will slightly exceed the height limit of 55 feet taken from the average frontage grades of the buildings. The average grade at the frontage for Building C is 106.5 feet. The finished elevation at the low sloped roof is 161.7 feet. The roof elements are highly articulated with variable height parapets that exceed the allowable height limits by in some cases as little as 6 inches to as much as 24-inch parapet extension. The developer is also proposing a series of shed roofs on Building C and others to further articulate the roof lines of Building C. In all cases the shed roofs are above the proposed parapet heights but do not exceed the extra allowable ten feet in building height allowed under the City of Stanwood Zoning Code for sloping roof forms. The added parapet height being requested will provide interesting and articulated roof elements and shield the roof top mechanical units planned for these structures from view.

### Reduction of Wetland Buffers

The development is proposing to reduce the wetland buffer of the Cedarside project to 80' with further allowance for buffer averaging.

### Commissioner Questions & Comments

- Will there be a direct connection between the open space/wetland area to Church Creek Park?
  - The wetland area will be preserved and protected through a Native Growth Protection Area (NGPA). Adjacent to the NGPA, the development is proposing a public trail system that can connect to the Church Creek Park trail system. The developer will also provide sidewalk connectivity to Church Creek Park along 72<sup>nd</sup> Avenue NW.
- What is a community garden?
  - A community garden is an area with garden beds that can be assigned to residents giving them space to plant flowers, vegetables, and other plants for themselves.
- Will the existing tree buffer along SR 532 be removed?



Planning Commission  
Meeting Minutes  
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- The existing landscape buffer located between 268<sup>th</sup> Street NW and SR 532 is not proposed for removal. The applicant is also proposing additional plantings that will help buffer the development.
- What percentage of the wetlands will be used as landscaped areas?
  - None of the wetlands are considered landscaped areas. The developer will enhance the critical areas by planting native plants in the buffer areas.
- The trail system around the perimeter looks great.
- Will there be a play structure?
  - The development is proposing a centrally located playground area located behind the commons building. Additional community garden and other gathering spaces are also proposed.
- Will the color scheme of this development follow the same palette that is being used on for the Twin City Mile Project (TCM)?
  - This project is being designed with a “contemporary PNW” theme in mind. Staff will discuss incorporation of similar colors of the TCM project.
- Will this development provide any Section 8 housing?
  - The property will accept Section 8 vouchers for housing, but the units will be market value.
- Will there be any signs for the development facing SR 532 and 72<sup>nd</sup> Avenue NW?
  - All signs will be interior facing and door mounted. There will be no signs on SR 532.
- Stormwater will be retained in four large underground vaults.
- How is parking calculated?
  - Parking was calculated using the ITE 11th edition Trip Generation manual. Commercial use is based on square footage, residential parking is based on a blend of unit types and square footage. All townhomes will have 2 car garages, there will also be street parking and underground parking garages.
- There is a concern that people may use Church Creek Park for overflow parking from the development.
- The Commission feels that a 23% reduction in parking is risky, what is the hardship for justifying the reduction?
  - Enough space is the main hardship. Another underground story of parking in the parking garage would be cost prohibitive and the clay soils are not compatible for this type of structure.
- This developer also developed Pilchuck Village in Arlington with a similar parking variance.
  - The developer stated that the Pilchuck Village property provided parking at the minimum ITE rates, and the result has been constrained parking. As such, the developer is proposing to exceed the ITE standards for the Cedarside Commons project to avoid the issues that Pilchuck Village is now experiencing.
- There are concerns about how the re-alignment of 268<sup>th</sup> Street NW will impact traffic.
  - How will the road revision impact the 64<sup>th</sup>/SR 532 intersection, the 64<sup>th</sup>/268<sup>th</sup> intersection, the 72<sup>nd</sup>/268<sup>th</sup> intersection, and the 72<sup>nd</sup>/SR 532 intersection?
- Speeding on 268<sup>th</sup> Street NW is a concern. Will the speed limit be reduced?



Planning Commission  
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- The speed limit on this road has not yet been discussed but the developer will ask that it be reduced to 20 miles per hour. They are also proposing raised pedestrian crosswalks as a further deterrent to speeding in the area.
- There is a concern about pedestrians safely crossing SR 532 to get to the Haggen's Plaza.
- Community Transit will be the authority on adding a bus stop to the development.
- Traffic impact fees collected from this project will contribute to future road development and improvements.
- What is the height of the tallest building of the development?
  - The tallest buildings will be 65 - 75 feet. The tallest buildings appear to be visually in line with the tallest buildings of the high school across the street. According to the high school staff report, the tallest building on the school property is 58'6".
- The developer will not be selling the finished project but will be the owner/operator of the finished development.
- The Commissioners support the majority of deviations being requested by the developer including a reduction in commercial density since Stanwood currently has many vacant businesses. However, they have significant concerns about the requested parking deviation.

#### Public Comments & Questions

- Due to technical issues on Zoom, the City was unable to take comments from those who attended online.
- There were no comments or questions from the public who attended in person.

#### **Old Business:**

None

#### **Miscellaneous Business:**

None

#### **Recent Council Action on Commission Items:**

- Final adoption of Stanwood Municipal Code Titles 1, 2 & 4 at City Council on March 23, 2023.

#### **Upcoming Items:**

Joint Planning Commission and Community Development Committee meeting on April 24, 2023.

Adjourn: 8:40 pm



## **CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT**

**ITEM NUMBER:** 8a

**DATE:** June 22, 2023

**SUBJECT:** Approval of Voucher and Payroll Checks

**CONTACT PERSON:** Amy Bergemeier, Accounting Specialist

**ATTACHMENTS:** A - Voucher Check Detail

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### **SUMMARY STATEMENT**

Approve issuance of Washington Federal Bank voucher checks 37083 through 37127 and electronic fund transfers in the amount of \$393,883.39. Approve issuance of Washington Federal payroll benefit checks 2139 through 2148 and electronic fund transfers in the amount of \$371,182.88.

### **RECOMMENDED MOTION**

**MOTION TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 37083 THROUGH 37127 AND ELECTRONIC FUNDS TRANSFERS IN THE AMOUNT OF \$393,883.39. APPROVE ISSUANCE OF WASHINGTON FEDERAL PAYROLL BENEFIT CHECKS 2139 THROUGH 2148 AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$371,182.88.**

## CHECK REGISTER

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| Trans | Date       | Type    | Acct # | Chk # | Claimant                       | Amount    | Memo                                                                                                                        |
|-------|------------|---------|--------|-------|--------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------|
| 2658  | 05/26/2023 | Claims  | 3      | EFT   | HSA Bank                       | 5.00      | H.S.A. Service Fee March                                                                                                    |
| 2695  | 06/08/2023 | Payroll | 3      | EFT   |                                | 4,556.18  | May 2023 Payroll                                                                                                            |
| 2696  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,018.53  | May 2023 Payroll                                                                                                            |
| 2697  | 06/08/2023 | Payroll | 3      | EFT   |                                | 4,550.38  | May 2023 Payroll                                                                                                            |
| 2698  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,580.20  | May 2023 Payroll                                                                                                            |
| 2699  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,026.45  | May 2023 Payroll                                                                                                            |
| 2700  | 06/08/2023 | Payroll | 3      | EFT   |                                | 470.30    | May 2023 Payroll                                                                                                            |
| 2701  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,448.95  | May 2023 Payroll                                                                                                            |
| 2702  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,672.60  | May 2023 Payroll                                                                                                            |
| 2703  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,750.00  | May 2023 Payroll                                                                                                            |
| 2704  | 06/08/2023 | Payroll | 3      | EFT   |                                | 7,768.82  | May 2023 Payroll                                                                                                            |
| 2705  | 06/08/2023 | Payroll | 3      | EFT   |                                | 4,582.25  | May 2023 Payroll                                                                                                            |
| 2706  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,528.74  | May 2023 Payroll                                                                                                            |
| 2707  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,189.72  | May 2023 Payroll                                                                                                            |
| 2708  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,394.58  | May 2023 Payroll                                                                                                            |
| 2709  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,442.43  | May 2023 Payroll                                                                                                            |
| 2710  | 06/08/2023 | Payroll | 3      | EFT   |                                | 490.30    | May 2023 Payroll                                                                                                            |
| 2711  | 06/08/2023 | Payroll | 3      | EFT   |                                | 6,298.37  | May 2023 Payroll                                                                                                            |
| 2712  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,832.59  | May 2023 Payroll                                                                                                            |
| 2713  | 06/08/2023 | Payroll | 3      | EFT   |                                | 7,224.16  | May 2023 Payroll                                                                                                            |
| 2714  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,507.08  | May 2023 Payroll                                                                                                            |
| 2715  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,794.59  | May 2023 Payroll                                                                                                            |
| 2716  | 06/08/2023 | Payroll | 3      | EFT   |                                | 203.01    | May 2023 Payroll                                                                                                            |
| 2717  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,021.01  | May 2023 Payroll                                                                                                            |
| 2718  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,947.60  | May 2023 Payroll                                                                                                            |
| 2719  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,297.89  | May 2023 Payroll                                                                                                            |
| 2720  | 06/08/2023 | Payroll | 3      | EFT   |                                | 4,126.65  | May 2023 Payroll                                                                                                            |
| 2721  | 06/08/2023 | Payroll | 3      | EFT   |                                | 490.30    | May 2023 Payroll                                                                                                            |
| 2722  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,939.27  | May 2023 Payroll                                                                                                            |
| 2723  | 06/08/2023 | Payroll | 3      | EFT   |                                | 490.68    | May 2023 Payroll                                                                                                            |
| 2724  | 06/08/2023 | Payroll | 3      | EFT   |                                | 343.28    | May 2023 Payroll                                                                                                            |
| 2725  | 06/08/2023 | Payroll | 3      | EFT   |                                | 4,342.66  | May 2023 Payroll                                                                                                            |
| 2726  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,953.96  | May 2023 Payroll                                                                                                            |
| 2727  | 06/08/2023 | Payroll | 3      | EFT   |                                | 440.21    | May 2023 Payroll                                                                                                            |
| 2728  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,381.52  | May 2023 Payroll                                                                                                            |
| 2729  | 06/08/2023 | Payroll | 3      | EFT   |                                | 3,035.66  | May 2023 Payroll                                                                                                            |
| 2730  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,356.19  | May 2023 Payroll                                                                                                            |
| 2731  | 06/08/2023 | Payroll | 3      | EFT   |                                | 1,872.31  | May 2023 Payroll                                                                                                            |
| 2732  | 06/08/2023 | Payroll | 3      | EFT   |                                | 4,008.70  | May 2023 Payroll                                                                                                            |
| 2733  | 06/08/2023 | Payroll | 3      | EFT   |                                | 490.40    | May 2023 Payroll                                                                                                            |
| 2734  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,978.95  | May 2023 Payroll                                                                                                            |
| 2735  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,005.82  | May 2023 Payroll                                                                                                            |
| 2736  | 06/08/2023 | Payroll | 3      | EFT   |                                | 490.58    | May 2023 Payroll                                                                                                            |
| 2737  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,107.43  | May 2023 Payroll                                                                                                            |
| 2738  | 06/08/2023 | Payroll | 3      | EFT   |                                | 4,474.54  | May 2023 Payroll                                                                                                            |
| 2739  | 06/08/2023 | Payroll | 3      | EFT   |                                | 7,160.98  | May 2023 Payroll                                                                                                            |
| 2740  | 06/08/2023 | Payroll | 3      | EFT   |                                | 6,011.60  | May 2023 Payroll                                                                                                            |
| 2741  | 06/08/2023 | Payroll | 3      | EFT   |                                | 2,361.10  | May 2023 Payroll                                                                                                            |
| 2742  | 06/08/2023 | Payroll | 3      | EFT   |                                | 5,022.05  | May 2023 Payroll                                                                                                            |
| 2770  | 06/08/2023 | Payroll | 3      | EFT   | HSA Bank                       | 949.00    | Pay Cycle(s) 06/08/2023 To<br>06/08/2023 - HSA Contributions<br>ER; Pay Cycle(s) 06/08/2023 To<br>06/08/2023 - HSA Contr EE |
| 2771  | 06/08/2023 | Payroll | 3      | EFT   | Internal Revenue Service (941) | 78,465.93 | 941 Deposit for Pay Cycle(s)<br>06/08/2023 - 06/08/2023                                                                     |

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| Trans | Date       | Type    | Acct # | Chk # | Claimant                                      | Amount     | Memo                                                                                                                                                                                                     |
|-------|------------|---------|--------|-------|-----------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2772  | 06/08/2023 | Payroll | 3      | EFT   | WA St Department Of Retirement Systems        | 48,296.18  | Pay Cycle(s) 06/08/2023 To 06/08/2023 - PERS2; Pay Cycle(s) 06/08/2023 To 06/08/2023 - PERS 3; Pay Cycle(s) 06/08/2023 To 06/08/2023 - 457 - DRS (DCP)                                                   |
| 2828  | 06/01/2023 | Claims  | 3      | EFT   | Heartland Payment Systems                     | 331.91     | May 2023 Merchant Fees                                                                                                                                                                                   |
| 2830  | 06/05/2023 | Claims  | 3      | EFT   | Chase Paymentech                              | 2,807.94   | May Paymentech Fees                                                                                                                                                                                      |
| 2832  | 06/01/2023 | Claims  | 3      | EFT   | US Bank St Paul                               | 122,875.85 | STAWATREF21 & STAWATSEW19 Int only payments                                                                                                                                                              |
| 2834  | 06/06/2023 | Claims  | 3      | EFT   | Xpress/Bill Pay                               | 622.17     | May Fees                                                                                                                                                                                                 |
| 2773  | 06/08/2023 | Payroll | 3      | 2139  | AFLAC                                         | 221.39     | Pay Cycle(s) 06/08/2023 To 06/08/2023 - AFLAC, Pre-Tax; Pay Cycle(s) 06/08/2023 To 06/08/2023 - AFLAC, Post-Tax                                                                                          |
| 2774  | 06/08/2023 | Payroll | 3      | 2140  | AWC Employee Benefit Trust                    | 24,099.65  | Pay Cycle(s) 06/08/2023 To 06/08/2023 - AWC - Health First 250; Pay Cycle(s) 06/08/2023 To 06/08/2023 - AWC- Dental J; Pay Cycle(s) 06/08/2023 To 06/08/2023 - AWC - Vision; Pay Cycle(s) 06/08/2023 To; |
| 2775  | 06/08/2023 | Payroll | 3      | 2141  | Colonial Life Insurance                       | 66.75      | Pay Cycle(s) 06/08/2023 To 06/08/2023 - Colonial Life Ins                                                                                                                                                |
| 2776  | 06/08/2023 | Payroll | 3      | 2142  | Great-West Life & Annuity                     | 4,920.00   | Pay Cycle(s) 06/08/2023 To 06/08/2023 - 457 - Empower (Mass Mutual); Pay Cycle(s) 06/08/2023 To 06/08/2023 - Roth 457(b)Empower(MassMutual)                                                              |
| 2777  | 06/08/2023 | Payroll | 3      | 2143  | Legal Shield                                  | 63.85      | Pay Cycle(s) 06/08/2023 To 06/08/2023 - Legal Shield                                                                                                                                                     |
| 2778  | 06/08/2023 | Payroll | 3      | 2144  | Mission Square                                | 3,641.52   | Pay Cycle(s) 06/08/2023 To 06/08/2023 - 457 - Mission Square Ret(ICMA)                                                                                                                                   |
| 2779  | 06/08/2023 | Payroll | 3      | 2145  | Navia Benefits                                | 505.00     | Pay Cycle(s) 06/08/2023 To 06/08/2023 - Navia Limited FSA                                                                                                                                                |
| 2780  | 06/08/2023 | Payroll | 3      | 2146  | Western Conference of Teamsters Pension Trust | 2,859.74   | Pay Cycle(s) 06/08/2023 To 06/08/2023 - WCTPP Contributions                                                                                                                                              |
| 2781  | 06/08/2023 | Payroll | 3      | 2147  | Teamsters Union Local 231                     | 1,786.00   | Pay Cycle(s) 06/08/2023 To 06/08/2023 - Teamsters Dues                                                                                                                                                   |
| 2782  | 06/08/2023 | Payroll | 3      | 2148  | Washington Teamsters Welfare Trust            | 38,826.30  | Pay Cycle(s) 06/08/2023 To 06/08/2023 - Teamsters Dental; Pay Cycle(s) 06/08/2023 To 06/08/2023 - Teamsters Medical                                                                                      |
| 2746  | 06/02/2023 | Claims  | 3      | 37083 | Aramark Uniform Services Inc                  | 54.68      | 937963000                                                                                                                                                                                                |
| 2747  | 06/02/2023 | Claims  | 3      | 37084 | The Blueline Group, LLC                       | 2,075.38   | City of Stanwood                                                                                                                                                                                         |
| 2748  | 06/02/2023 | Claims  | 3      | 37085 | Bonner Electrical Contracting LLC             | 786.96     | City of Stanwood                                                                                                                                                                                         |
| 2749  | 06/02/2023 | Claims  | 3      | 37086 | Confluence Environmental Company, Inc         | 2,826.66   | City of Stanwood                                                                                                                                                                                         |
| 2750  | 06/02/2023 | Claims  | 3      | 37087 | Lakeside Industries, Inc.                     | 486.53     | 108469                                                                                                                                                                                                   |
| 2751  | 06/02/2023 | Claims  | 3      | 37088 | Navia Benefits                                | 50.00      | City of Stanwood                                                                                                                                                                                         |
| 2752  | 06/02/2023 | Claims  | 3      | 37089 | ODP Business Solutions, LLC                   | 925.33     | 36274097; 36274097; 36274097; 36274097; 36274097; 36274097                                                                                                                                               |
| 2753  | 06/02/2023 | Claims  | 3      | 37090 | PUD Of Snohomish County *                     | 398.44     | 200592889                                                                                                                                                                                                |
| 2754  | 06/02/2023 | Claims  | 3      | 37091 | Pape' Machinery                               | 19.58      | 6109854                                                                                                                                                                                                  |

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| Trans                               | Date       | Type   | Acct # | Chk # | Claimant                                    | Amount     | Memo                                                      |
|-------------------------------------|------------|--------|--------|-------|---------------------------------------------|------------|-----------------------------------------------------------|
| 2755                                | 06/02/2023 | Claims | 3      | 37092 | Petty Cash/ Marcy Mathis<br>-Custodian      | 14.06      | City of Stanwood                                          |
| 2756                                | 06/02/2023 | Claims | 3      | 37093 | Pye Barker Fire & Safety, LLC               | 104.38     | C493803                                                   |
| 2757                                | 06/02/2023 | Claims | 3      | 37094 | RH2 Engineering Inc                         | 6,685.31   | City of Stanwood                                          |
| 2758                                | 06/02/2023 | Claims | 3      | 37095 | Skagit Farmers Supply                       | 59.99      | 135052                                                    |
| 2759                                | 06/02/2023 | Claims | 3      | 37096 | Sno Co District Court                       | 1,396.09   | DCT34003                                                  |
| 2760                                | 06/02/2023 | Claims | 3      | 37097 | Sno Co Sheriff's Office - CB                | 2,485.76   | 91-6001368                                                |
| 2761                                | 06/02/2023 | Claims | 3      | 37098 | Sno Co Sheriffs Office *                    | 175,952.50 | SSH00001                                                  |
| 2762                                | 06/02/2023 | Claims | 3      | 37099 | Snohomish County Public Def<br>Association  | 2,385.00   | City of Stanwood                                          |
| 2763                                | 06/02/2023 | Claims | 3      | 37100 | Stanwood Ace                                | 188.80     | 20013; 20013; 20013; 20013;<br>20013                      |
| 2764                                | 06/02/2023 | Claims | 3      | 37101 | Stanwood Auto Parts                         | 429.13     | 56100; 56100                                              |
| 2765                                | 06/02/2023 | Claims | 3      | 37102 | Unum Life Insurance                         | 88.40      | City of Stanwood 0220603-036 2                            |
| 2766                                | 06/02/2023 | Claims | 3      | 37103 | Verizon Wireless                            | 1,224.67   | 372541731-00001                                           |
| 2767                                | 06/02/2023 | Claims | 3      | 37104 | WA St Dept of Licensing *                   | 528.00     | City of Stanwood                                          |
| 2768                                | 06/02/2023 | Claims | 3      | 37105 | WA St Dept of Transportation *              | 1,140.05   | SW00152380 0; SW00152380 0;<br>SW00152380 0; SW00152380 0 |
| 2846                                | 06/08/2023 | Claims | 3      | 37106 | Aramark Uniform Services Inc                | 54.68      | 937963000                                                 |
| 2847                                | 06/08/2023 | Claims | 3      | 37107 | BHC Consultants, LLC                        | 3,250.54   | City of Stanwood                                          |
| 2848                                | 06/08/2023 | Claims | 3      | 37108 | Bonner Electrical Contracting LLC           | 12,306.63  | City of Stanwood                                          |
| 2849                                | 06/08/2023 | Claims | 3      | 37109 | CDI                                         | 30,576.00  | City of Stanwood                                          |
| 2850                                | 06/08/2023 | Claims | 3      | 37110 | Dataquest, LLC                              | 89.50      | CITYSTA                                                   |
| 2851                                | 06/08/2023 | Claims | 3      | 37111 | Edge Analytical Inc                         | 1,064.00   | STA01; STA01                                              |
| 2852                                | 06/08/2023 | Claims | 3      | 37112 | Cole F Ferguson                             | 179.99     | City of Stanwood                                          |
| 2853                                | 06/08/2023 | Claims | 3      | 37113 | Frix Technologies LLC                       | 2,185.00   | City of Stanwood                                          |
| 2854                                | 06/08/2023 | Claims | 3      | 37114 | Lenz Enterprises Inc                        | 147.04     | City of Stanwood                                          |
| 2855                                | 06/08/2023 | Claims | 3      | 37115 | Patricia J Myrdal                           | 1,880.41   | City of Stanwood                                          |
| 2856                                | 06/08/2023 | Claims | 3      | 37116 | PUD Of Snohomish County *                   | 1,602.21   | 200367373; 200128742                                      |
| 2857                                | 06/08/2023 | Claims | 3      | 37117 | Pape' Machinery                             | 327.86     | 6109854; 6109854                                          |
| 2858                                | 06/08/2023 | Claims | 3      | 37118 | Ricoh USA Inc- Maint                        | 354.81     | 4250811; 4250811                                          |
| 2859                                | 06/08/2023 | Claims | 3      | 37119 | Ricoh USA, Inc.                             | 821.00     | 1316669-3800642;<br>1316669-3800327;<br>1316669-3800377   |
| 2860                                | 06/08/2023 | Claims | 3      | 37120 | Shred-it US JV LLC                          | 22.39      | 1000283524                                                |
| 2861                                | 06/08/2023 | Claims | 3      | 37121 | Skagit Farmers Supply                       | 130.84     | 135052; 135052; 135052                                    |
| 2862                                | 06/08/2023 | Claims | 3      | 37122 | Skagit Valley Publishing                    | 300.30     | 48893; 48893                                              |
| 2863                                | 06/08/2023 | Claims | 3      | 37123 | Sno Co Human Services Dept<br>*             | 631.98     | HSALC088                                                  |
| 2864                                | 06/08/2023 | Claims | 3      | 37124 | Stanwood Ace                                | 174.58     | 20013; 20013; 20013                                       |
| 2865                                | 06/08/2023 | Claims | 3      | 37125 | Thompson Guildner & Associates<br>Inc. P.S. | 10,411.00  | City of Stanwood                                          |
| 2866                                | 06/08/2023 | Claims | 3      | 37126 | Washington State Patrol *                   | 278.25     | 0000015959                                                |
| 2867                                | 06/08/2023 | Claims | 3      | 37127 | Ziply Fiber                                 | 145.81     | 360-629-4907-072497-5                                     |
| 001 General Fund                    |            |        |        |       |                                             | 418,017.23 |                                                           |
| 101 Street Fund                     |            |        |        |       |                                             | 36,179.40  |                                                           |
| 103 Street Construction Fund        |            |        |        |       |                                             | 2,075.38   |                                                           |
| 104 Park And Trail Improvement Fund |            |        |        |       |                                             | 12,306.63  |                                                           |
| 110 Building Improvement Fund       |            |        |        |       |                                             | 3,501.66   |                                                           |
| 401 Sewer Fund                      |            |        |        |       |                                             | 155,882.70 |                                                           |
| 410 Drainage Fund                   |            |        |        |       |                                             | 23,891.02  |                                                           |
| 411 Drainage Construction Fund      |            |        |        |       |                                             | 1,140.05   |                                                           |
| 421 Water Fund                      |            |        |        |       |                                             | 111,265.95 |                                                           |
| 630 Agency Fund                     |            |        |        |       |                                             | 806.25     |                                                           |
|                                     |            |        |        |       |                                             | 765,066.27 | Claims: 393,883.39<br>Payroll: 371,182.88                 |

## CHECK REGISTER

City Of Stanwood

Time: 15:06:01 Date: 06/13/2023

05/26/2023 To: 06/13/2023

Page: 4

| Trans | Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|-------|------|------|--------|-------|----------|--------|------|
|-------|------|------|--------|-------|----------|--------|------|

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Stanwood, and that I am authorized to authenticate and certify to said claim.

( ) Finance Director ( ) Auditing Officer Hendy Donbrown Date: 6/14/2023  
(x) Deputy Finance Director

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**CITY OF STANWOOD  
COUNCIL AGENDA STAFF REPORT**

**ITEM NUMBER:** 8b  
**DATE:** June 22, 2023  
**SUBJECT:** City Council Regular Meeting Minutes – June 8, 2023  
**CONTACT PERSON:** Lisa Sokolik, City Clerk  
**ATTACHMENTS:** A – Council Regular Meeting Minutes

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**SUMMARY STATEMENT**

June 8, 2023, Regular City Council Meeting minutes are attached.

**RECOMMENDED MOTION**

**MOTION TO APPROVE THE June 8, 2023, CITY COUNCIL REGULAR MEETING MINUTES AS PRESENTED.**

**CITY OF STANWOOD**  
Regular Meeting of the City Council  
Thursday, June 8, 2023 – 7:00 p.m.  
In-Person & Zoom Online Meeting  
**MINUTES**

**1. Call to Order and Pledge of Allegiance**

Mayor Sid Roberts called the meeting to order at 7:00 p.m. Councilmember Schmitt led the Pledge of Allegiance.

**2. Roll Call**

City Clerk Lisa Sokolik called the roll with the following Councilmembers present: Dani Gaumond, Marcus Metz, Darren Robb, Steve Shepro, Tim Pearce, Andreena Bergman and Tim Schmitt. The meeting was quorate.

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, Public Works Director Kevin Hushagen, Finance Director David Hammond, Fire Chief John Cermak, Police Sgt. Adam Wirth, City Attorney Emily Guildner, City Clerk Lisa Sokolik, and Utility Supervisor Leigh Danielson attended via Zoom.

**3. Approval of the Agenda**

Mayor Roberts asked Council to amend the agenda by adding presentation item a. recognizing North County Regional Fire & EMS crew and YMCA lifeguards, and item b. Stanwood-Camano High School Update.

*Motion by Councilmember Metz, second by Councilmember Robb to approve the agenda as amended. **Motion carried unanimously.***

**4. Presentations**

**a. Recognition of North County Fire & EMS Crew and YMCA Lifeguards**

- Chief Cermak gave kudos to Building Official Scott Black who noticed a smoke plume was out on inspections and went to investigate. He was first on the scene for a house fire in the Cedar Hill Estates neighborhood and was able to call 911, alert the residents and help them exit and NCRFA was quickly able to get the fire under control. This fire could have had a much different outcome if not for Scott's diligence and quick reaction.
- Chief Cermak said approximately 450,000 Americans die from cardiac arrest each year; 350,000 of those occur outside of a hospital. The survival rate of 'out of hospital CPR' in a patient 70 years old is less than 7%. Bystander CPR more than doubles your chance of survival if performed immediately.

YMCA lifeguards Daniel Phillips and Sun Woo Kim truly made a difference when they noticed something not right with YMCA club member Tom Gillespie, who is an active swimmer. Phillips and Kim pulled Gillespie out of the pool, initiated CPR, used the Automatic External Defibrillator, and continued to use CPR until Medic #99 and Aid #99 arrived.

North County EMS units arrived 3.5 minutes after dispatch and took over CPR, started IV's, medications, and transported Gillespie to the hospital. Daniel Phillips and Sun Woo Kim truly made a difference, they saved Gillespie's life by performing CPR immediately.

b. Stanwood-Camano High School Update – Hunter Sparrow

The Stanwood-Camano High School Graduation for the Class of 2023 is Friday night, June 9<sup>th</sup>. Students are excited to welcome new staff, especially new principal Mike Washington who is coming from Cascade High School. All the sport teams did fantastic this year, with multiple teams going to state. FFA will be sending a team to the national conference in November. FBLA will be sending a record setting number of 12 students to the national conference in Atlanta, the cost of the trip is supported by scholarships from the Stanwood and Camano Chamber of Commerce. Hunter Sparrow was elected to serve as state officer of FBLA. Overall, the year has been amazing, and Sparrow can't wait to see what will happen next year. Sparrow gave a big thank you to Principal Del Pozo for everything she has done for the school, this was her last year as principal, as she is the district's new Director of Human Resources.

5. **Public Comments**

Verbal Comment:

Robin Carmichael, Stanwood

Topic:

Against the Dish Wireless proposal to lease the city's water tower.

6. **Staff / Department Reports**

Police Compstat Report - May

7. **Council Committee Reports**

Finance Committee Meeting Minutes – May 25, 2023

8. **Consent Agenda**

a. Approve Vouchers and Payroll Checks

b. Approve City Council Regular Meeting Minutes – May 25, 2023

*Motion by Councilmember Pearce, second by Councilmember Gaumond to approve the consent agenda items A through B. **Motion carried unanimously.***

9. **Unfinished Business**

- a. Approve Third Reading and Adopt Ordinance 1516 Adopting New Title 6, Parks and Public Places, and Replaced Title 9 – Public Peace, Safety and Welfare

Community Development Director Love said there are no changes to Title 6 and two changes to Title 9 which are:

- All sections that address possession and use of controlled substances have been removed and will reference the new RCW 69.50.41.21.
- Language in the Leaving a Child Unintended in a Vehicle section was simplified, giving an officer more discretion when addressing this issue.

*Motion by Councilmember Robb, second by Councilmember Metz to approve the third and final reading and adoption of Ordinance 1516 as set forth in attachment "A" adopting new Title 6, Parks and Public Places, and Replaced Title 9 – Public Peace, Safety and Welfare.*

*A roll call of votes was taken. **Motion carried unanimously.***

- b. Approve Third Reading and Adopt Ordinance 1517 Adopting Title 13, Civil Enforcement

Community Development Director Love said there are no new changes to Title 13 since the second reading.

*Motion by Councilmember Robb, second by Councilmember Pearce to approve the third and final reading and adoption of Ordinance 1517 as set forth in Attachment "A" amending Title 13, Civil Enforcement, of the Stanwood Municipal Code.*

*A roll call of votes was taken. **Motion carried unanimously.***

#### **10. Public Hearing - None**

#### **11. New Business**

- a. First and Second Reading of Ordinance 1519 – One-year Amendment of Residential Summer Sewer Discount Calculation

Finance Director Hammond explained the reason for the summer sewer discount and the issue that occurred in 2022 due to unusually warm weather in September and October which left some residents with very high utility bills. This ordinance will be for one year as a rate study is scheduled for later this fall and the summer sewer discount calculation can be addressed in the study.

*Motion by Councilmember Pearce, second by Councilmember Bergman to approve the first and second reading and adoption of Ordinance 1519 authorizing one-time 2023 revision to the summer sewer discount. **Motion carried unanimously.***

- b. Authorize the Mayor to Sign a Task Order with RH2 Engineering to complete the Stormwater Comprehensive Plan Update not to exceed \$247,388.

Public Works Director Hushagen noted that at the time the staff report was written, this issue was going to go to the Public Works Committee, but because that meeting was rescheduled this item did not get reviewed by the Committee.

The stormwater comp plan will be used in the rate study along with the water and sewer comp plans and the three plans will roll up to the city's comprehensive plan. Council budgeted \$250,000 for this update; also, there are tasks in RH2's scope of work that might not need to be done, so the final cost could be lower.

*Motion by Councilmember Metz, second by Councilmember Gaumond to authorize the Mayor to sign a task order with RH2 Engineering to complete the Stormwater Comprehensive Plan Update not to exceed \$247,388. **Motion carried unanimously.***

**12. Public Closing Comments - None**

**13. Executive/Legislative Reports**

a. Mayor's Report

- Enjoyed speaking at the Memorial Day Service at Anderson Cemetery and attending the lunch at American Legion with his wife, Susan and several of the Councilmembers. It was a very solemn but awarding experience.
- Councilmembers remember to contact your committee alternate if you cannot make a meeting to ensure that three councilmembers will be in attendance.
- The Twin City Idlers car show is coming up on June 25<sup>th</sup>, it will be a fun event with about 500 cars participating.

b. City Administrator Report

- Summer Concert Series starts this Saturday 2pm-4pm, inside the pavilion outside of Amigos.
- The quarterly newsletter has been mailed out and is posted on the city's website.
- The call for bids for the Hamilton Park and Boat Launch is being advertised tomorrow, Friday, June 9<sup>th</sup>; hoping to get good numbers and trying to get this project built before summer ends.

c. Councilmember's Report/Questions

- Councilmember Pearce's son Braxton graduated last Friday from Grace Academy and his daughter is moving up to Junior High.
- Councilmember Shepro really liked Chief Cermak's presentation.
- Councilmember Schmitt reminded everyone to watch their speed in school zones even though school is out.

**14. Recess to Executive Session**

No executive session was scheduled

**15. Adjourn**

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 8:02 p.m.

CITY OF STANWOOD

ATTEST:

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Sid Roberts, Mayor

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Lisa Sokolik, City Clerk

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## CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

**ITEM NUMBER:** 8c

**DATE:** June 22, 2023

**SUBJECT:** Utility Account Adjustments:  
1. —Acct 2449  
2. —Acct 1850

**CONTACT PERSON:** David A. Hammond, Finance Director

**ATTACHMENTS:** A - SMC 12.20.060 Adjustment to bills.  
B – Acct 2449 calculation  
C – Acct 1850 calculation

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### **PURPOSE**

The purpose of this agenda item is for Council consideration of a second adjustment to three separate utility accounts, totaling \$187.41.

### **BACKGROUND**

Stanwood Municipal Code (SMC) Section 12.20.060; provides authorization for the Finance Department to adjust a utility account when a leak occurs, however, no more than once each two-year period. The code allows, after evidence the leak was repaired, for a rate adjustment up to 50 percent of the volume consumed in any one billing period in excess of the bi-monthly average of water consumed over the previous twelve months.

Additionally, the SMC authorizes City Council approval of a second adjustment, within a two-year period, if one or more of the following circumstances exist:

- i) The leak could not have been readily detectable with reasonable diligence;
- (ii) The customer does not occupy or use the subject property on a continuous basis;
- (iii) Any prior leak for which an adjustment was made by the city was repaired within 30 days of discovery;
- (iv) The customer account has been kept current and there have been no delinquencies within the previous 24 months.

**ANALYSIS**

Staff recommends approval of two separate leak adjustments, each of which qualifies for a second adjustment according to SMC 12.06.020.

1. Acct 2449—leak occurred over two billing periods, resulting in a second leak adjustment \$47.92.
2. Acct 1850— leak occurred over two billing periods resulting in a second leak adjustment request in the amount of \$139.49

| Fiscal Impact                                                                        |                                                                     |                              |                                                                     |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------|
| The 2023 budget for utility operations is adequate to make the requested adjustment. |                                                                     |                              |                                                                     |
| <b>Fund(s):</b>                                                                      | Utility Operating                                                   |                              |                                                                     |
| <b>Amount:</b>                                                                       | \$187.41                                                            | <b>Project Estimate: N/A</b> | \$ -                                                                |
| <b>Budget Authorized</b>                                                             | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <b>Amendment Required</b>    | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

**RECOMMENDATIONS**

**Staff Recommendation:** Staff recommends Council authorize the Finance Director to approve two utility bill adjustments in the amount totaling \$ 187.41

**Committee/Board Recommendation:** N/A

**CITY COUNCIL OPTIONS**

1. The City Council may authorize the approval of a second utility bill adjustment for one, or both accounts.
2. The City Council may choose not to authorize the approval of a second utility bill adjustment for one, or both accounts.
3. The City Council may direct staff to provide additional information.

**PROPOSED MOTION**

**MOTION TO AUTHORIZE THE FINANCE DIRECTOR TO APPROVE SECOND UTILITY BILL ADJUSTMENT FOR ACCOUNT 2449, IN THE AMOUNT OF \$47.92.**

**MOTION TO AUTHORIZE THE FINANCE DIRECTOR TO APPROVE SECOND UTILITY BILL ADJUSTMENT FOR ACCOUNT 1850, IN THE AMOUNT OF \$139.49.**

12.20.060 Adjustments to bills.

(1) In the event a meter fails to register the correct amount of water used, the customer will be charged at the average rate of monthly consumption for the previous 12 months as shown by the meter when in working order.

(2) In the event a leak or failure of a private water system or private service between the meter and the structure located on private property results in excess consumption, the city may, through a determination of the city finance director, provide for a rate adjustment up to 50 percent of the volume consumed in any one billing period in excess of the bi-monthly average of water consumed over the previous 12 months at that service address.

(a) Customers shall be required to provide proof of repair to leak or failure prior to receiving any rate adjustment.

(b) Application for the credit or adjustment must be made in written form and approved by the city finance director or his/her designee.

(c) No more than one application for credit may be considered per service address in any 24-month period without city council approval. In order to grant a second adjustment the council must find one or more of the following circumstances exist:

(i) The leak could not have been readily detectable with reasonable diligence;

(ii) The customer does not occupy or use the subject property on a continuous basis;

(iii) Any prior leak for which an adjustment was made by the city was repaired within 30 days of discovery;

(iv) The customer account has been kept current and there have been no delinquencies within the previous 24 months.

(3) In the event of a leak or failure of a private water system or private service between the meter and the structure located on private property that was the result of a city project involving a public work as defined by state law, or maintenance performed at the expense of the city, the city public works director will have the authority to provide a rate adjustment for more than 50 percent of the volume consumed in excess of the bimonthly average of water consumed over the previous 12 months at that service address.

Adjustments are final and requests for reversal will not be granted and are not subject to appeal. (Ord. 1415 § 1, 2016; Ord. 1405 § 1 (Exh. 1), 2015; Ord. 1359 § 1, 2013; Ord. **1295 § 2, 2011; Ord. 1189 § 4, 2006**).

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## CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

**ITEM NUMBER:** 10a

**DATE:** June 22, 2023

**SUBJECT:** Stanwood Housing Action Plan

**CONTACT PERSON:** Tansy Schroeder, City Planner  
Patricia Love, Community Development Director

**ATTACHMENTS:** A – Resolution 2023-09 – Adoption of Stanwood Housing Action Plan  
B – Stanwood Housing Action Plan

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### **PURPOSE**

The purpose of this agenda item is for Council consideration of the Stanwood Housing Action Plan which will provide recommendations for potential housing policies, actions, programs, and incentives to encourage housing affordability, diversity, and availability to meet anticipated population growth over the next 20 years.

### **BACKGROUND**

Staff have worked with the consultant team to develop a Housing Action Plan. The Housing Action Plan is a grant funded project from the Washington State Department of Commerce under HB 1923 to identify strategies and implementable actions that promote greater housing opportunities for residents at all income levels. The attached Housing Action Plan is a document that describes a menu of potential housing policies, actions, programs, and incentives to encourage housing affordability, diversity, and availability to meet anticipated population growth over the next 20 years. This document recommends, rather than proposes, changes to the City's Municipal Code, policies, programs, or incentives. The Housing Action Plan on its own has no regulatory impact and is designed to be a guiding toolkit for housing strategies the City may consider over the next 20 years.

### **ANALYSIS**

#### ***What is the Housing Action Plan?***

The Stanwood Housing Action Plan is comprised of six sections and six appendices summarizing data trends in housing needs and affordability, public engagement methods and results, the impact of past Comprehensive Plan housing policies, and options to support the development of affordable, diverse, and accessible housing units. The

document is intended to support efforts to update the 2024 Comprehensive Plan Housing Element through policy recommendations and assessment of anticipated population growth. Blueline and city staff are seeking input from the City Council on the Housing Action Plan draft and recommended strategies, which must be adopted by August 31, 2023.

The Housing Action Plan includes the following sections and appendices:

- |                                   |                              |
|-----------------------------------|------------------------------|
| 1) Preface                        | 7) Glossary                  |
| 2) Introduction                   | 8) Housing Needs Assessment  |
| 3) Investigation and Findings     | 9) Public Engagement Summary |
| 4) Housing Toolkit and Strategies | 10) Housing Framework Review |
| 5) Implementation Plan            | 11) Tables and Figures       |
| 6) Monitoring Plan                | 12) Works Cited              |

Each section is a required component of the Housing Action Plan. The following is a summary of each of the enclosed sections and appendices within the Housing Action Plan:

| Section                        | Description                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Preface                        | A description of the report's organization and intent.                                                                                                                                                                                                                                                                                                              |
| Introduction                   | An overview of the legislative context and local history from which this plan arises.                                                                                                                                                                                                                                                                               |
| Investigation and Findings     | A summary of data and takeaways from each stage of the Housing Action Plan. Summaries include an overview of key information from the Housing Needs Assessment, Public Engagement, and Housing Framework Review process.                                                                                                                                            |
| Housing Toolkit and Strategies | A list of recommended policies, programs, regulations, and incentives specifically selected based on the community's development pattern, demographics, affordability needs, and characteristics.                                                                                                                                                                   |
| Implementation Plan            | A summary of steps necessary to implement recommendations of the Housing Toolkit and Strategies section, and how it should be coordinated by the city's staff, partners, and the public. Estimated timelines are included for each action in the Implementation Chart to provide reasonable expectations for how long these actions will take the city to complete. |

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Monitoring Plan           | A table of indicators to be used for monitoring the success of each action recommended by this plan. Data sources are identified to assist the city in tracking progress of the actions.                                                                                                                                                                                                                                                         |
| Glossary                  | A list of key terms used and the associated definitions, listed in alphabetical order.                                                                                                                                                                                                                                                                                                                                                           |
| Housing Needs Assessment  | A report containing key data points on community demographics, employment and income, housing conditions and affordability, and an analysis of the gaps in housing serving different income bands.                                                                                                                                                                                                                                               |
| Public Engagement Summary | A summary of the public engagement activities, efforts, and feedback generated from the public and stakeholders. The summary includes a description of each engagement event or activity and a synopsis of overarching themes.                                                                                                                                                                                                                   |
| Housing Framework Review  | A housing policy consistency review identifying gaps between the comprehensive plan, Puget Sound Regional Council (PSRC), and King County policies. The Implementation Evaluation table assesses the effectiveness of current housing policies by understanding the impact 2015 comprehensive plan policies had on housing development between 2015 to 2022. Recommended policy revisions to align with HAP strategies and actions are included. |
| Tables and Figures        | A list of all tables and figures used within the Housing Action Plan.                                                                                                                                                                                                                                                                                                                                                                            |
| Works Cited               | A formatted list of all sources used with the report cited from outside or technical resources.                                                                                                                                                                                                                                                                                                                                                  |

### ***How does the Housing Action Plan affect Stanwood?***

The Housing Action Plan on its own has no regulatory impact and is designed to be a guiding toolkit for housing strategies the City may consider over the next 20 years. The purpose of the housing action plan is to develop a single report that defines community needs, analyzes projected needs, and identifies the most appropriate strategies and implementation actions that promote housing opportunities at all income levels. The City can choose to pursue all, some, or none of the recommended strategies outlined in the Housing Action Plan.

### ***Strategy Summary***

The Housing Action Plan has been developed to provide three concept-based goal pathways. Each goal drives two to three primary strategies, which serve as categorical parameters for subsequently recommended actions. As part of the implementation plan actions are categorized into short term, medium term, and long term actions.

#### Goal A: Provide the foundation for a growing urban community.

*Invest in the physical and social infrastructure of the Stanwood community while balancing the demands of housing, amenities, and services.*

- Strategy 1: Strike a balance between the anticipated needs of future households and existing infrastructure demands.
  - Plan strategic infrastructure improvements and look into feasibility of Community Development Block Grants
  - Strengthen existing relationships with local partners such as the Community Resource Center of Stanwood-Camano and expand cooperation across jurisdictional boundaries to address regional issues
- Strategy 2: Foster community in areas that will experience the fastest growth.
  - Consider adding form-based code standards and a subarea plan of Uptown

Goal B: Promote a wider variety of housing opportunities for homeowners and renters.  
*Stanwood residents are as diverse as their housing needs. Whether they require housing that accommodates a large family or individuals, whether they rent or have opportunities to own, or whether they depend on a car or public transit, Stanwood seeks to accommodate all the housing needs of their community.*

- Strategy 1: Allow for higher-density residential development in proximity to services and transit.
  - Consider increasing allowable densities in some zones, adopting a multifamily tax exemption, or developing incentive zoning
- Strategy 2: Promote infill development.
  - Consider establishing infill development as a SEPA categorical exemption and allowance of alternative types of housing in single-family zoned areas such as duplexes and townhomes
- Strategy 3: Allow for more flexible development of single-family residential housing units.
  - Consider flexible development standards regarding lot sizes and setbacks

Goal C: Promote opportunities for affordable housing for everyone, now and into the future.

*Affordability is different for everyone and can change in a matter of days. Stanwood wants to support the provision of housing opportunities and resources needed for the most vulnerable residents.*

- Strategy 1: Consider ways to reduce the displacement of existing households.
  - Bolster public outreach efforts of available assistance
  - Prioritize senior housing and consider developing a land trust
- Strategy 2: Incentivize the construction of more homes for low-income and cost-burdened households.
  - Affordable housing state tax rebate, consider partnering with non-profit builders and creating streamlined permit processes and prescriptive development standards for affordable housing projects
  - Public outreach and education

| Fiscal Impact                                                                                                                                                  |                                                          |                    |                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------------------|----------------------------------------------------------------------------------------------|
| No direct financial impact. Stanwood received grant funding from the Washington State Department of Commerce under HB 1923 to produce the Housing Action Plan. |                                                          |                    |                                                                                              |
| Fund(s):                                                                                                                                                       | Staff Time                                               |                    |                                                                                              |
| Amount:                                                                                                                                                        | \$                                                       | Project Estimate:  | \$ -                                                                                         |
| Budget Authorized                                                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> No | Amendment Required | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Monitor |

## **RECOMMENDATIONS**

### **Staff Recommendation:**

Staff recommends adoption of the Stanwood Housing Action Plan as it can be used as a guiding toolkit for housing strategies the City may consider over the next 20 years.

### **Committee/Board Recommendation:**

#### ***Advisory Group:***

The Comprehensive Plan and Municipal Code Update Advisory Group met on April 19, 2023 and unanimously supported the Stanwood Housing Action Plan and recommending forwarding the plan to Community Development Committee and Planning Commission for review. They had the following comments on the plan:

- ***Goal A: Provide the Foundation for a Growing Urban Community***
  - Investigate infrastructure improvements that are needed before developers come along.
  - Interagency collaboration is important due to the exponential growth in Stanwood. The City needs other agency support to fill gaps.
  - Mixed support for form-based zoning. A hybrid of form-based and traditional zoning could be a better option.
- ***Goal B: Promote a Wider Variety of Housing Opportunities for Homeowners and Renters***
  - Support for incentive zoning which has more flexibility.
  - The County does a similar version of incentive zoning which would be something to investigate.
  - Plan for growth appropriately such as instead of high density, also allow medium density.
  - Incentives give opportunities for Stanwood to expand on the suburban type of community.
  - There is a lot of available land in uptown for infill and ADU development. Is this allowed in these zones?
  - Support for more infill to prevent sprawl.
- ***Goal C: Promote Opportunities for Affordable Housing for Everyone, Now and Into the Future***
  - Is the City working with Housing Hope or any of those types of non-profit organizations?

- What is the difference between affordable housing and subsidized/supportive housing? Affordable housing refers to a broader picture which would include the different housing types such as duplexes and townhouses. Subsidized housing is essentially an individual receives a voucher for any apartment/housing type to use to pay their rent

***Community Development Committee/Planning Commission:***

The Community Development Committee and the Planning Commission had a joint meeting on April 24, 2023 and unanimously supported the Stanwood Housing Action Plan and recommending forwarding the plan to Council for review. They had the following comments on the plan:

- *Goal A: Provide the Foundation for a Growing Urban Community*
  - Commissioners and Council members have no comments about Goal A
- *Goal B: Promote a Wider Variety of Housing Opportunities for Homeowners and Renters*
  - Have developers asked to build different housing opportunities? Not in Stanwood, but in other jurisdictions. There are ways to create incentives for developers to want to build different types of housing units.
  - Manufactured housing is a misunderstood housing type but is becoming a popular option and could help to fill in gaps. Manufactured homes could be an affordable option for seniors.
  - Tax exemptions for developers would increase everyone else's property taxes.
  - Why would we offer a tax exemption? Is it for enticing developers to build? It's a new option under State law, and the City wants to inform everyone that it is an option. It also helps provide managed affordable housing that will stay affordable housing in the future.
  - A tax exemption might be necessary for a short period of time when developers aren't willing to build alternate housing types.
- *Goal C: Promote Opportunities for Affordable Housing for Everyone, Now and Into the Future*
  - All goals show responsible stewardship for affordable housing.
  - Developers want to make money and will want to build the most profitable type of housing. These goals are geared towards developers who only build affordable housing.
  - What would prevent a homeowner from pricing a home at a high rate in a Community Land trust? Community Land Trusts are specifically for affordable housing. The City will do more research and get more information back to the Planning Commissioners and Council members on this topic.
  - What are the challenges of accessory dwelling units (ADU)? Some challenges that are faced when building ADU's are meeting setbacks, minimum building separation, and sewer and water connections.

- It is the School District's responsibility to accommodate growth. They currently have the capacity to meet this growth within the whole district. The City is continuing to build a relationship with the District.
- Consider reinstating school impact fees.

### **CITY COUNCIL OPTIONS**

1. Approve Resolution 2023-09 for the Stanwood Housing Action Plan.
2. Request changes and direct staff to address specific Council issues or concerns prior to Council reconsideration of the resolution.
3. Do not approve Resolution 2023-09 for the Stanwood Housing Action Plan at this time and send back to Planning Commission for further review.

### **PROPOSED MOTION**

**I MOVE TO APPROVE ADOPTION OF RESOLUTION 2023-09 FOR THE STANWOOD HOUSING ACTION PLAN.**

**OR**

**I MOVE TO DIRECT STAFF TO MAKE CHANGES TO THE STANWOOD HOUSING ACTION PLAN AS DISCUSSED PRIOR TO COUNCIL RECONSIDERATION OF THE RESOLUTION.**

**CITY OF STANWOOD**  
**Stanwood, Washington**

**RESOLUTION NO. 2023-09**

**A RESOLUTION OF THE CITY OF STANWOOD, WASHINGTON, ADOPTING THE STANWOOD HOUSING ACTION PLAN TO SUPPORT THE 2024 COMPREHENSIVE PLAN UPDATE AND HOUSING ELEMENT.**

**WHEREAS**, the Washington State Legislature passed Engrossed Second Substitute House Bill (E2SHB)1923 to address the housing crisis and increase urban residential building capacity; and

**WHEREAS**, the City of Stanwood is working on its 2024-2044 periodic comprehensive plan update; and

**WHEREAS**, a Housing Needs Assessment is a required component of the Housing Element of the comprehensive plan pursuant to RCW 36.70A.070; and

**WHEREAS**, the Washington State Department of Commerce awarded \$5 million in funding to cities under the Growth Management Act (GMA) to adopt new housing action plans; and

**WHEREAS**, the City of Stanwood received \$75,000 in grant funding in 2021 under E2SHB 1923 to prepare a housing action plan; and

**WHEREAS**, the intent of the Housing Action Plan is to identify strategies and implementable actions that promote greater housing opportunities for residents at all income levels; and

**WHEREAS**, the Plan is not a regulatory document, but a toolkit of recommended policies, programs, regulations, and incentives that were selected based on Stanwood's unique needs, character, and community; and

**WHEREAS**, the City can choose to pursue all, some, or none of the recommended strategies outlined in the Plan; and

**WHEREAS**, City staff engaged residents on housing issues at the June 24, 2022 Farmer's Market for development of the Plan; and

**WHEREAS**, a housing survey was distributed to residents in July 2022 to receive feedback for development of the Plan; and

**WHEREAS**, City staff hosted two virtual open houses with the community in December 2022 to receive feedback for development of the Plan; and

**WHEREAS**, the Comprehensive Plan and Municipal Code Update Advisory Group met on April 19, 2023 and unanimously supported the Stanwood Housing Action Plan and recommending forwarding the plan to Community Development Committee and Planning Commission for review; and

**WHEREAS**, the Community Development Committee and the Planning Commission had a joint meeting on April 24, 2023 and unanimously supported the Stanwood Housing Action Plan and recommending forwarding the plan to Council for review; and

**WHEREAS**, City issued a Notice of SEPA Determination of NonSignificance for the Plan on May 23, 2023 which received no appeals; and

**WHEREAS**, City issued a Notice of Public Hearing for the Plan on June 6, 2023; and

**WHEREAS**, the Stanwood City Council reviewed the Plan on June 22, 2023, at a Public Hearing;

**NOW, THEREFORE, THE STANWOOD CITY COUNCIL DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1. Adoption.** The City of Stanwood Housing Action Plan, attached to this Resolution as Exhibit A, is hereby adopted and incorporated herein by this reference as set forth in full.

**Section 2. Effective Date.** This resolution shall become effective upon passage.

**PASSED AND APPROVED** by the City Council of the City of Stanwood this \_\_\_\_ day of \_\_\_\_\_ 2023.

CITY OF STANWOOD

By: \_\_\_\_\_  
Sid Roberts, Mayor

APPROVED AS TO FORM

By: \_\_\_\_\_  
Nikki Thompson, City Attorney

ATTEST:

By \_\_\_\_\_  
Lisa Sokolik, City Clerk

DRAFT

**Exhibit A**  
Stanwood Housing Action Plan

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DRAFT

# City of Stanwood HOUSING ACTION PLAN

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2023



In partnership with

**BLUELINE**  
AN ATWELL COMPANY

ACKNOWLEDGMENTS

The Housing Action Plan results from many months of dedicated work by The Blueline Group and City of Stanwood’s staff. Stakeholders and other public members also provided their time and effort in helping create a roadmap for the future of housing. The Blueline Group honors and appreciates having the privilege of serving Stanwood’s people. As such, Blueline expresses deep gratitude for having the privilege of performing this vital work.

City Council

- Sid Roberts, Mayor
- Dani Gaumond
- Marcus Metz
- Darren Robb
- Timothy Pearce
- Steve Shepro
- Andreena Bergman
- Tim Schmitt

Planning Commission

- Patrick Hosterman, Chair
- Justin Burns, Vice Chair
- Eric Warnat
- Melissa Toner
- Cody Davis
- Jeff Wheatley
- Monae Birkhofer
- Robert Hicks

Partners

- Alliance for Housing Affordability
- Community Resource Center (CRC) of Stanwood-Camano



ACKNOWLEDGMENTS

Stakeholder Advisory Group

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- Elizabeth Callaghan
- Steve Shepro
- Cody Davis
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PREFACE

This 2023 Housing Action Plan (HAP) is made possible by a grant program administered by the Washington State Department of Commerce through Engrossed Second Substitute House Bill 1923 (2019), commonly referred to as HB 1923. The Bill provides grant funding to conduct municipal research that can guide cities to increase residential building capacity for underserved populations. Stanwood received grant funding in 2021 under E2SHB 1923 to prepare a housing action plan.

The Stanwood HAP is a single report that defines current and projected community housing needs and recommends the most appropriate strategies and actions to improve housing stock, housing diversity, and affordability to all economic groups. The HAP is the outcome of evaluating housing needs, engaging with the community and stakeholders, and reviewing existing city policy against regional and countywide housing goals and policies. Ultimately, the HAP influences and informs the housing policies of the Stanwood Comprehensive Plan Housing Element and subsequent city regulations. This document provides further guidance on monitoring and implementing the recommended strategies and actions.

CITY’S MESSAGE

The HAP is the City of Stanwood’s tool kit for increasing housing options and affordability in the community, and to help achieve its vision of a more vibrant, inclusive, and equitable future. Though the building of housing stock is controlled by the free market and not the City of Stanwood, it still seeks to make meaningful changes in the housing market. Addressing the broad range of Stanwood’s housing needs will also entail the continued participation of Stanwood’s housing and human service partners. Therefore, the Housing Action Plan complements the City’s collaborations, partnerships, commitments, and plans.

THE COMMUNITY’S MESSAGE

We, the people of Stanwood, want affordable, comfortable, safe housing with access to necessary amenities. We want to retain the open spaces, community feel, and access to the outdoors and urban areas which make Stanwood unique. As we face the challenges the future brings, we will retain the distinct housing character that we have developed and look for innovative ways to accommodate future residents. To support our community, we will work to lower the cost of living in our city without compromising our high quality of life. We strive to create beautiful housing that serves our entire community.



## THE PEOPLE'S VOICE

"Keep Stanwood as a small town where people know each other."

"My vision of Stanwood would be a community that continues to be one that welcomes people here, whether they are visitors or looking to establish themselves. "

"Expand multi family housing for increasing population of older adults including low income."

"I believe very strongly that Stanwood needs to invest in making sure our city is walker friendly, biker friendly and that public transportation is reliable and plentiful. Making sure Stanwood is a pleasant place to live, shop and explore will only improve its prospects in attracting new employers and developers. Finally, making sure people can afford to work AND live here will strengthen our community."

"The city needs to carefully plan how to create housing for lower income families who work in retail without creating a segregated low income area."

"Please slow down the development of land for mass housing .... until some of these other issues are addressed. We have such a special little town bursting with potential for tourism, small business and an excellent quality of life but we must grow responsibly. Let's not lose the charm of our Stanwood just because another big developer wants to make a profit. Surrounding farmland and small retail shops are part of the character that makes Stanwood special. "

"My family has been renting a home here for about seven years and they barely survive. All of the money goes towards rent and it keeps going up. When I move out, I'll have to leave Stanwood. A lot of young people will."

"I think we are allowing way too many homes to be built without considering the infrastructure needed to support additional families moving to the area. "



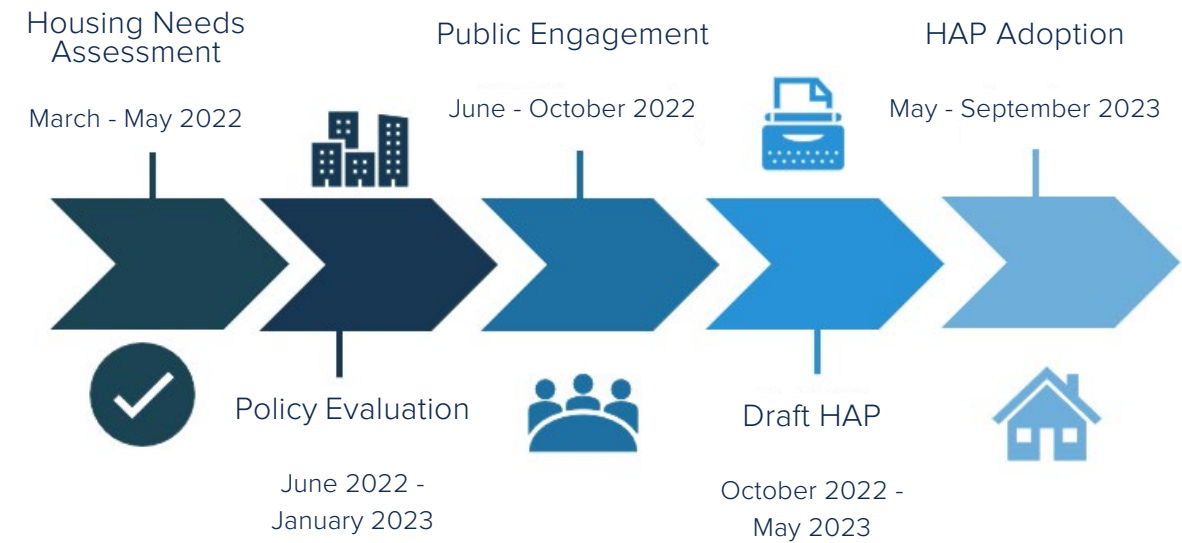
REPORT ORGANIZATION

THE PLANNING PROCESS

The City of Stanwood worked with the community, local stakeholders, and consultants to understand different perspectives of housing needs, barriers, and concerns to prepare the HAP. Stanwood began the HAP process by conducting the Housing Needs Assessment (HNA). The HNA derived data sources from government and private entities that evaluate who lives in Stanwood, affordability of existing housing, and likelihood of community displacement. Some of the data sources include the American Community Survey, Puget Sound Regional Council, Washington State Office of Financial Management, and Zillow.

The HNA draft was completed and presented to City Council in May 2022. Upon council approval, the city later initiated the public participation process to gain firsthand perspectives of how residents experience housing pressures. A community survey was first issued in July 2022 using SurveyMonkey, an online survey tool, to obtain community input. The survey was posted on the city's website and social media platforms and distributed at a local farmers' market. Feedback was gathered from community members at a local farmer's market, and two open houses were hosted to discuss three housing goals: simplified zoning, land use issues, and improved economic development. A second, open-ended survey, also posted to the city's website, collected public opinions for the comprehensive planning process. Both surveys were used in the development of the Housing Action Plan. Two hundred seventy-eight people responded to seventeen questions about housing in Stanwood.

FIGURE 1: THE PLANNING PROCESS



LIMITATIONS

Stanwood does not act as a housing developer, nor control the building of housing; these functions are performed by the free market. The Housing Action Plan identifies where policy changes and improvements can be made to increase affordable housing in the community but does not change policy directly. The Housing Action Plan is a guidance document, meant for leading next steps and not for encapsulating strict instructions or limitations upon city housing actions.



ORGANIZATION OF THIS REPORT

The *Housing Action Plan* is broken down into the following components:

- Part 1 - Introduction:** An overview of the legislative context and local history from which this plan arises.
- Part 2 - Investigation and Findings:** A summary of data and takeaways from each stage of the *Housing Action Plan*. Summaries include an overview of key information from the Housing Needs Assessment, Public Engagement, and Housing Framework Review process.
- Part 3 - Housing Toolkit and Strategies:** A list of recommended policies, programs, regulations, and incentives specifically selected based on the community’s development pattern, demographics, affordability needs, and characteristics.
- Part 4 - Implementation Plan:** A summary of steps necessary to implement recommendations of the Housing Toolkit and Strategies section, and how it should be coordinated by the city’s staff, partners, and the public. Estimated timelines are included for each action in the Implementation Chart to provide reasonable expectations for how long these actions will take the city to complete.
- Part 5 - Monitoring Plan:** A table of indicators to be used for monitoring the success of each action recommended by this plan. Data sources are identified to assist the city in tracking progress of the actions.
- Part 6 - Appendicies:** A collection of data and resources that were used in the creation of the *Housing Action Plan*.

The Appendices of the *Housing Action Plan* are broken down into the following components:

**Appendix A – Glossary:** A list of terms and descriptions commonly used throughout the HAP.

**Appendix B - Housing Needs Assessment:** A report containing key data points on community demographics, employment and income, housing conditions and affordability, and an analysis of the gaps in housing serving different income bands.

**Appendix C - Public Engagement Summary:** A summary of the public engagement activities, efforts, and feedback generated from the public and stakeholders. The summary includes a description of each engagement event or activity and a synopsis of overarching themes.

**Appendix D - Housing Framework Review:** A housing policy consistency review identifying gaps between the comprehensive plan, Puget Sound Regional Council (PSRC), and Snohomish County policies. The Implementation Evaluation table assesses the effectiveness of current housing policies by understanding the impact 2015 comprehensive plan policies had on housing development between 2015 to 2022. Recommended policy revisions to align with HAP strategies and actions are included.





PART  
**01**  
INTRODUCTION

The Puget Sound region is attractive to developers and buyers, as urban centers are close to outdoor amenities and transportation corridors. Growth in the region's cities is now seen in unprecedented numbers. As cities continue to grow at historic rates, they also become less affordable, particularly for lower-income households and residents who have called the Pacific Northwest home for generations. As cities struggle to keep pace with growing populations, they also witness households being priced out, displaced, or even entering a homeless condition. This phenomenon has been coined as the regional phrase, "Housing Crisis".

The City of Stanwood is no exception to the housing crisis, with almost 30% of homeowners at all income levels considered cost-burdened or severely cost burdened and approximately half of extremely low income households considered cost burdened. Nearly half of Stanwood households are low-income, earning 80% of the Area Median Income (AMI)<sup>1</sup> or less. Lower-income groups are more likely to be

cost-burdened. As a reflection of the housing crisis, housing costs have been steadily rising in Stanwood, far outpacing income rates in the area. Rising housing costs put many long-term residents at risk of displacement as they become priced out of the community. Stanwood's Housing Needs Assessment (HNA) outlines these trends and other known housing disparities. The HNA is found in Appendix B of this document.

With continued population growth anticipated for the region, Stanwood can expect an accompanying housing demand. The city recognizes this period as a critical point in housing planning, which is why the city has prioritized the creation of this Housing Action Plan. The city plans to utilize HNA data and community input to inform how to monitor projected growth, and to ensure that Stanwood can retain community character while providing housing for cost-burdened households. The HAP creates three strategic goals to guide decisions regarding the future of Housing in Stanwood:

---

<sup>1</sup> AMI or Area Median Income is the household income for the median or middle household in a given region. If each household was lined up from the lowest-income household and the highest, the middle value would be considered the median.

**Goal A:** Provide the foundation for a growing urban community.

*Invest in the physical and social infrastructure of the Stanwood community while balancing the demands of housing, amenities, and services.*

**Goal B:** Promote a wider variety of housing opportunities for homeowners and renters.

*Stanwood residents are as diverse as their housing needs. Whether they require housing that accommodates a large family or individuals, whether they rent or have opportunities to own, or whether they depend on a car or public transit, Stanwood seeks to accommodate all the housing needs of their community.*

**Goal C:** Promote opportunities for affordable housing for everyone, now and into the future.

*Affordability is different for everyone and can change in a matter of days. Stanwood wants to support the provision of housing opportunities and resources needed for the most vulnerable residents.*

Each strategic goal will be encouraged through a series of actions. These actions are described in Part 3: Housing Toolkit and Strategies. Each action is designed to serve burdened income levels, intracity geographical areas, and vulnerable households. An implementation plan and monitoring plan follow the recommended strategies and lay the framework of the city's response to meeting its projected housing needs.

## WHAT IS A HOUSING ACTION PLAN?

The Housing Action Plan is a list of strategies and actions recommended to help cities meet the changing needs of their communities. To address the housing crisis, the Washington State Legislature passed HB 1923 in 2019. HB 1923 encourages cities planning under the GMA to undertake specific actions to increase residential building capacity and address affordability issues. The state promotes the development of *Housing Action Plans* to outline and define these actions. More specifically HAPs are intended to cover the following topics:

- Determine the current state of housing in the community, anticipate future housing needs, and
- Encourage the construction of additional affordable and market-rate housing that create a greater variety of housing types at prices that are accessible to a greater variety of incomes.
- Include strategies that address the for-profit single-family home market to provide affordable housing, or housing where the occupant is paying no more than 30% of gross income for housing costs, including utilities.

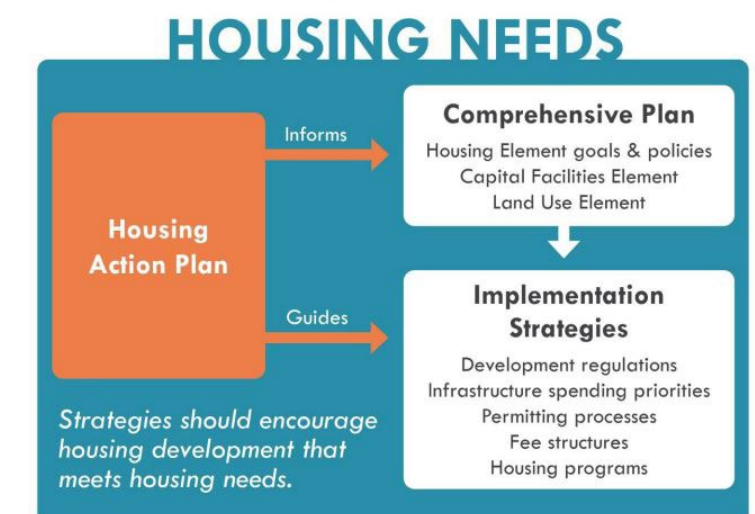
The *Housing Action Plan* contains a review of the community's housing needs and objectives, an evaluation of existing

strategies, and recommendations for Stanwood-specific solutions. It also sets a policy direction for the city's review of and updates to the comprehensive plan, programs, and regulations that set the stage for housing creation and preservation.

***Stanwood's Housing Action Plan is comprised of four significant efforts:***

1. EVALUATING HOUSING NEEDS;
2. ENGAGING WITH THE COMMUNITY AND STAKEHOLDERS;
3. REVIEWING EXISTING POLICIES; AND
4. DEVELOPING STRATEGIES GUIDED BY PRINCIPLES DIRECTLY DRAWN FROM WASHINGTON STATE LEGISLATION.

FIGURE 2: HOUSING ACTION PLAN AND THE GMA



## BRIEF HISTORY AND CONTEXT

The City of Stanwood resides on the unceded, ancestral land of the Coast Salish People; including the Stillaguamish, Tulalip, Skagit, Cayuse, Umatilla, and Walla Walla tribal nations; and pays respect to the original stewards of the land both past and present.<sup>1</sup> The tens of thousands of people who lived in the Puget sound were organized into villages which utilized the rich marine and terrestrial resources available. The many tribes who inhabited the area all spoke dialects of the Puget Sound Salish language, known to its speakers as Lushootseed or Whulshootseed, which facilitated the development of extensive economic and cultural networks.<sup>2</sup>

After European colonization, the United States Homestead Act of 1862 permitted settlers to claim land throughout the Western United States, which brought settlers to the Northwest area throughout the second half of the 1800s. Disease and violence brought by colonization and settler inhabitation heavily devastated sovereign nations, displacing indigenous communities, and suppressing cultural practices. Sovereign nation peoples and their culture remain today in the Pacific Northwest, as well the lingering generational impacts of colonization. The City of Stanwood was first founded as “Centerville” and started as a small trading post exporting agricultural products and lumber along the Stillaguamish River via steamboat. About a decade after

Centerville’s founding, D.O. Pearson, the town’s postmaster, changed the town’s name to Stanwood in honor of his wife, Clara Stanwood Pearson.

The modern City of Stanwood is the consolidation of two towns that were locally known as the “Twin Cities”. In 1890, the Great Northern Railway was constructed one mile east of Stanwood, which encouraged the development of the town of East Stanwood. Despite complicated rivalries between the towns regarding commercial interests and school districts, the two towns have always been connected. When the Great Northern Railway bypassed Stanwood and East Stanwood was created, a railway was built between the two to connect passengers and products to the Great Northern Railway.<sup>3</sup>

The Twin Cities continued to grow through the early 1900s due to thriving lumber mill operations. Stanwood was incorporated in 1904 and a couple of decades later East Stanwood was incorporated.<sup>4</sup> Unfortunately, the lumber mills closed when the Great Depression hit in the 1930s. The Twin Cities pivoted economic efforts to agriculture and canning goods, specifically pea processing. The area was able to withstand the worst of the depression thanks to its agricultural

operations. The Stanwood Area Historical Society has said “peas brought prosperity” and that peas were “a cure for the Depression”.<sup>5</sup>

In 1960, East Stanwood and Stanwood consolidated into one jurisdiction to facilitate the construction of new wastewater facilities. Since then, Stanwood has been forging its own identity as a consolidated unit. Growth in the community was slow for several decades following the merger, however the population more than doubled from 1990 to 2005.

Over the last 20 years, Stanwood’s population has been steadily increasing and has nearly doubled in size since 2000. With a growing population comes a need for more housing. Among many priorities, the Washington State Growth Management Act (GMA) was implemented to regulate growth while protecting the environment. As a result, cities like Stanwood are required to thoughtfully plan for future population increases. This document presents a plan to not only accommodate housing for anticipated population growth but ensure housing is affordable across all income levels. The implementation of strategies identified in this document will help Stanwood meet its housing needs.

<sup>1</sup> Native Land Digital. (2022). <https://native-land.ca/>

<sup>2</sup> Watson, K. (1999). <https://www.historylink.org/File/1506>



<sup>3</sup> City of Stanwood (n.d.) History of Stanwood. <https://stanwoodwa.org/229/History-of-Stanwood>

<sup>4</sup> Prasse, K. (2008). Stanwood- Thumbnail History. <https://www.historylink.org/file/8557>

<sup>5</sup> Wendel, P. (2020). History Exhibit Offers Look at How Two Towns Became One. [https://www.goskagit.com/scnews/news/history-exhibit-offers-look-at-how-two-towns-became-one/article\\_2da61fbf-30b2-5c96-adf1-abf82016e0a7.html](https://www.goskagit.com/scnews/news/history-exhibit-offers-look-at-how-two-towns-became-one/article_2da61fbf-30b2-5c96-adf1-abf82016e0a7.html)

PART  
02

## INVESTIGATION &amp; FINDINGS

This document is the result of the long-term effort to collect and analyze community input, public data, and existing policies of housing in Stanwood. The following categories were researched:

- Quantitative and qualitative public feedback has been collected capturing a broad cross-section of community opinion.
- Data available from state and national sources were analyzed to determine trends in housing cost, tenure, job availability, and other relevant aspects of the housing market.
- Public policies were researched to discover where current legislation is performing well and where legal gaps remain.
- Finally, strategies were created to fill gaps between the current and projected housing needs of Stanwood after integrating housing assessment data from the *Housing Needs Assessment* (HNA).

## SUMMARY OF FINDINGS

## Housing Needs Assessment

A recently issued Housing Needs Assessment<sup>1</sup> showed that Stanwood will need to increase its average rate of housing production to 49 units annually to meet their housing target goal of 4,385 units.<sup>2</sup> To meet community needs, additional diverse housing options are also necessary. About 22% of new housing should be affordable to extremely low- and very low-income households and 83% should be affordable to moderate and above median-income groups.<sup>3</sup> Rental opportunities are often more affordable housing options and present

themselves in the form of multi-family or middle housing units. If Stanwood continues to follow current development patterns, the city will meet the demands for multi-family units. Conversely, based on current trends, Stanwood is not going to meet the demand for single-family residences, which are likely more affordable to moderate and above median income groups. Despite the gaps between existing housing and needed housing, the assessment found that Stanwood has enough vacant or re-developable land to meet projected targets and create effective housing policies that achieve community needs.

<sup>1</sup> See Appendix B, Housing Needs Assessment

<sup>2</sup> The 4,385 housing unit target was based on 2019 OFM household and household size estimates. Estimates from PSRC are higher with an estimated housing projection of 4,385 units by 2040.

<sup>3</sup> See Appendix B, Housing Needs Assessment



## A Closer Look at Recent Data Trends

While the 2022 Housing Needs Assessment uses current data provided by the American Community Survey and Office of Financial Management through annual estimates and census counts, the Alliance for Affordable Housing (AHA) of Snohomish County is able to provide more recent trends in housing updated on a monthly basis. As of mid-April, 2023, the average sale price of a single-family residence in Stanwood was \$480,785.<sup>1</sup> The average household income needed to qualify for a homeownership loan was \$103,531. For condominiums, the average sale price was \$474,000 and requires an average household income of \$100,688 to qualify for a loan. While these numbers are only reflective of January through mid-April 2023, there is a notable upward trend in the cost of homeowner units. These figures were largely based off January sales, and some sales in February and March which are likely to change by the end of the year.<sup>2</sup>

The median sale price for a single-family home has increased from \$296,769 in 2000 to \$583,000 in 2022 which is a 96.45% increase. In 2000, the required income needed for a loan was \$86,320 and has risen to \$124,281 in 2022 which is a 43.98% increase. Additionally, the median age of the houses sold have increased from a median of 6 in 2000 to 20 in 2022, possibly signifying the lack of new housing needed to meet demands and the higher income needed to support the longevity of existing housing stock. Generally following this trend, the average cost of townhomes doubled since 2015 from \$196,000 to \$441,000 in 2022 and the average cost of condos doubled since 2015 from \$207,464 to \$383,125 in 2022.

Rental costs have also increased from what was described in the HNA. According to AHA's April 2023 data, the average monthly price per unit for all units was \$1,869. Studios ran for the lowest rental prices at \$1,403 while the highest rental prices were for two-bedroom units at \$1,996. No information was available for 3- or 4-bedroom units. The median rental cost has increased 75%, or \$805, since the 2015-2019 American Community Survey.

<sup>1</sup> Alliance for Housing Affordability of Snohomish County

<sup>2</sup> Alliance for Housing Affordability of Snohomish County



## SUMMARY OF PUBLIC ENGAGEMENT

### Connecting to People

Stanwood's historic trends have encouraged a single-family residential development pattern, but residents are open to other forms of development such as townhomes, multifamily, assisted living, manufactured, and ADU developments. The main concerns that Stanwood residents have about increased housing development are increased traffic congestion, maintaining Stanwood's character, and the potential for crime. Stanwood aims to develop underutilized or vacant land within the core of the city before expanding outward and cultivate a reputation for being friendly to small businesses.<sup>1</sup>

### SHARING AND LISTENING

Before public engagement began, the Housing Needs Assessment found gaps between current housing conditions and projected housing demand. The results of this assessment were presented at the Stanwood Planning Commission, City Council, shared with stakeholder groups, and posted on the city website. A housing needs survey was tabled at community events and posted on social media and the city's website. The survey was advertised for approximately four weeks in July 2022.

An open-ended form was also posted on the city website as part of the Comprehensive Plan update for community members to provide feedback. Housing-specific feedback was considered when creating this Housing Action Plan. The city also discussed housing issues and solutions with the Advisory Group to gain insight on simplified zoning, common land use issues, and improving economic development. A public outreach tabling event at the Stanwood Farmers Market in late June gave additional insight to the community's housing desires.

### EXPLORATION

Solutions to the issues identified in the Housing Needs Assessment were shared with a variety of Stakeholders. Different development patterns were identified for further investigation, such as townhomes, more Accessory Dwelling Units, manufactured housing, and various forms of multifamily residences. Qualitative facets of housing, such as distance to amenities and satisfaction with respondents' current residences, were explored as well.

### STRATEGIZING

Many people supported the encouragement of Accessory Dwelling Units and townhomes within the city, while there was only moderate support for triplexes and other moderately scaled multifamily residential developments. There is concern from residents that additional housing might stress existing infrastructure, and a portion of residents are opposed to the development of any housing besides single family units. The Stanwood community indicated that they are very satisfied with the quality of their current housing overall and want to preserve the character of their City.

### Disclaimers

#### How Accurate is the Information?

A survey was conducted to collect information on Stanwood's housing characteristics. The housing survey was designed to gather respondent profiles and their opinion on Stanwood's housing characteristics. There are some flaws in this survey which are important to note. This survey garnered a significant number of responses but may be limited by a response bias. One avenue the survey was distributed through was a local farmers market, which may have influenced the sample of Stanwood reached. The sample group is on average older, live in larger households, and own their homes more than the city at large. This survey was used to create this HAP; however, the results were taken in the context of the respondent profile.

<sup>1</sup> See Appendix B, Housing Needs Assessment

## SUMMARY OF THE REGULATORY REVIEW

The HAP is legislatively required to review the community's housing needs and objectives and evaluate them according to existing policies, plans, regulations, and strategies to understand gaps in current approaches. While the Housing Needs Assessment and Public Engagement process determine the state of housing and community desires, the housing policy framework review evaluates city policies against countywide and regional policies. The following summary is intended to provide high-level takeaways from the Housing Action Policy Framework Review, Appendix D.

### Growth Target Evaluation

The State has passed legislation that allocates population growth to urban areas in different Washington counties. In turn, each county has allocated population and housing goals to their municipalities. This Housing Action Plan has been developed to meet the 2044 housing target from Snohomish County. Several data points were evaluated to see if the City is on track to meet its housing need projection. The City added a yearly average of 56 housing units from 2010 to 2022. With a 3,318 housing unit count in 2022, to meet the growth target of 4,385 housing units, the City will need to add about 48.5 housing units per year through 2044. This projection not only demonstrates a need for considerably more additional housing units but also highlights the significant growth that the City of Stanwood should plan for. Existing and future housing gaps partitioned by income levels were also evaluated through this effort. The current needs for both extremely low-income level, low-income, and moderate & above-median income levels are projected to be further exacerbated by the projected growth through 2044 and should be prioritized.

### Policy Evaluation

The City's 2015 Comprehensive Plan housing policies were analyzed for consistency with current countywide and regional policies. Gaps and partial gaps were identified to address in this Housing Action Plan. Through this policy evaluation, several recommendations are included to reduce cost barriers to residential development, support racial equity in planning, prevent community displacement, and increase the opportunities provided for missing middle housing.

### Implementation Evaluation

Understanding the effectiveness of the City's current housing policies and the impacts that the 2015 Comprehensive Plan had on housing development is critical to crafting new policies and modifying current policies to more effectively achieve the City's 2044 targets. Policies found in the Housing Element are identified, along with their implementation status, success indicators, and measurable outcomes. Recommendations to enhance success or realign with this Housing Action Plan including policy updates and code adjustments are provided as well.



## PART 03 HOUSING TOOLKIT & GOALS

### HOUSING GOAL DEVELOPMENT

The Housing Action Plan has been developed to provide three concept-based goal pathways aimed to expand housing supply and diversity, retain the existing community, and improve affordability for future residents. Each goal pathway is anchored in a guiding principle inspired by lived experiences described in community engagement. Each goal drives two to three primary strategies, which serve as categorical parameters for subsequently recommended actions. As a part of the implementation, actions are categorized according to type and sequence related to the practical challenges that city staff and applicants face during the development review. Some strategies have additional actions to broaden the scope of feasible solutions. Implementation is discussed further in Part 4: Implementation Plan.

### GOALS

The following is a summary of three goal pathways, each with strategies and actions that have the most potential for success given the community's unique position. The actions strive to address housing supply, community preservation, and quality of life goals. The resulting actions don't generally work in isolation. Instead, multiple actions work together to encourage types of housing development with the greatest need.

## GOAL A

Provide the foundation for a growing urban community.

**Guiding Principle: Invest in the physical and social infrastructure of the Stanwood community while balancing the demands of housing, amenities, and services.**

The City of Stanwood expects a significant population increase over the next twenty years according to the 2021 Snohomish County Buildable Lands Report. The city plans to accommodate higher demand and shifts in the type of units needed in the local housing stock to support households of all incomes and household types. Stanwood must plan for 4,385 total housing units by 2044.<sup>1</sup> Creating more housing diversity will result in new construction across the city, which the city plans on accommodating with appropriate land use designations, development regulations, and levels of service improvements to infrastructure, services, and public amenities.

Residents today are satisfied with the quality of their homes, functionality of the community, and small city lifestyle. The city is making a concerted effort to allocate denser housing in appropriate areas of the city such as the

downtown corridor and the uptown area, near commercialized areas and transportation corridors. By guiding denser development into the downtown and uptown commercial districts, the surrounding, cherished low density residential zones can remain separated from higher density housing types. Focusing growth in urbanized areas of the city fosters a greater sense of place by establishing what the urbanized areas provide in terms of services, businesses, infrastructure, and amenities or activities. Concentrating growth in urbanized areas also builds trust within the community by incorporating public feedback to maintain some barriers between low- and high-density housing units.

Increasing populations put an additional strain on the city's services and infrastructure. Population growth should be coordinated alongside improvements to services, infrastructure, and local funding to ensure that existing residents do not receive a lower level of service and maintain a quality of life while granting new residents the opportunity to experience the same quality of life that makes living in Stanwood an attractive option. The community has expressed interest in addressing congested roads, public

safety, and public education. With a large influx of development anticipated, policies, programs, and partnerships with other local governments and non-profit organizations can aid the city's progress in making proactive infrastructure projects.

Thoughtful development regulations in Stanwood can further improve the quality of life enjoyed by all community members by making considerations beyond efficiency and functionality of services and infrastructure, but rather through elevating community designs. The city has begun community design efforts through the development and implementation of the 2012 Sustainable Design Assistance Team Program, 2020 City Beautification Plan, Downtown Plan, Storefront Improvement Program, and Twin City Mile Revitalization Project. These efforts have outlined a framework for how the city will approach community design throughout the city, primarily in the downtown core. A form based code can help implement the overall vision for the downtown core. Additional considerations can be made to the uptown district, which is the only other significant commercialized area within the city. A subarea plan can help create uptown's own distinctive character, create a specific vision for what the area should look and feel like in 20 years, and re-establish what forms of housing would be the most appropriate.

### STRATEGY 1

**Strike a balance between the anticipated needs of future households and existing infrastructure demands.**

- Action A.1.1 Strategic Infrastructure Improvements
- Action A.1.2 Expanding and Strengthening Local Partnerships
- Action A.1.3 Interjurisdictional Cooperation
- Action A.1.4 Community Development Block Grants

### STRATEGY 2

**Foster community in areas that will experience the fastest growth.**

- Action A.2.1 Form-based code for the downtown core and the uptown area
- Action A.2.2 Upzoning near commercial nodes and corridors
- Action A.2.3 Subarea Plan in Uptown

<sup>1</sup> See Appendix B, Housing Needs Assessment

## GOAL B

Promote a wider variety of housing opportunities for homeowners and renters.

**Guiding Principle: Housing units should be designed to respond to the community's demographics and needs, rather than the community adapting to the housing units that are developed.**

Stanwood is home to a diverse group of residents who equally need a variety of housing options to meet their varied needs, whether that is housing that accommodates a larger household (4+ bedrooms) or a young working professional, if they can afford to rent or own housing, or if they depend on a car or public transit. Stanwood seeks to accommodate the entire community's housing needs rather than limit what kind of housing is built to maintain historic development trends.

The projected housing target for Stanwood in 2044 is 4,385 housing units, 1,067 units more than what currently exists in the city as of 2022.<sup>1</sup> Between 2010 to 2020, 506 units were produced, 74% of which were single-family residences. Furthermore, the city's housing stock is primarily single family detached homes (71%) which is the most expensive form of housing and often has the lowest density requirements. More land and

resources are needed to build each single family detached home as an individual, independent lot as opposed to any other form of housing.

The present lack of housing supply and variety is also accompanied by increasing home values, which further eliminates options for housing. Between 2010 to 2019, the median value of a home for ownership in Stanwood doubled from \$297,385 to \$446,178, and in 2022, the median value of a home increased 126% since 2010, far outpacing increases in the area median income.<sup>2</sup> As the region continues to see population growth, Stanwood must consider eliminating barriers to developing a greater variation of housing to match local needs and demands, cast a wider net of housing costs and affordability levels available in the city's limits, and reduce the potential displacement of lifelong residents.

Providing a wide range of housing types can help alleviate the cost of housing. Missing middle homes such as townhomes, duplexes, triplexes, and cottage homes are usually more affordable than single-family homes as they require fewer resources, less land, and accommodate more people. These forms of housing units also provide greater flexibility in meeting specific needs of homeowners or renters than a standard

single-family home or multifamily (5+ units) development would. For example, smaller families or individuals could benefit from living in a townhome or duplex where the unit itself and the maintenance needed to support it are more affordable than that of a single-family residence. Placement of missing middle housing in urbanized areas, close to public transportation, retail, and services supports households that cannot afford a car and may rely on public transit. Middle housing is one solution in the toolbox that supports more opportunities for homeownership or rentals. Permitting and incentivizing forms of missing middle housing that fit within the existing neighborhood aesthetic, will create more opportunities for housing and homeownership while increasing the overall housing stock and range of affordable options.

Missing middle housing is not a single solution to the housing crisis. A variety of development regulations and programs can support increasing housing stock, diversity, and affordability. Encouraging infill development, making more flexible single-family development regulations and re-evaluation density and lot regulations can also lower barriers to housing development while maintaining low density residential zones.

### STRATEGY 1

***Allow for higher-density residential development in proximity to services and transit.***

- Action B.1.1 Eliminate maximum densities in traditional neighborhood zones in conjunction with form-based code
- Action B.1.2 Multi-family tax exemption
- Action B.1.3 Incentive Zoning

### STRATEGY 2

***Promote infill development.***

- Action B.2.1 Incentivize and encourage infill development
- Action B.2.2 Incentivize for more forms of Missing Middle Housing
- Action B.2.3 Support the redevelopment of single-family residential to missing middle housing.

### STRATEGY 3:

***Allow for more flexible development of single-family residential housing units.***

- Action B.3.1 Reduce minimum lot size and encourage small lot development
- Action B.3.2 Lot size averaging
- Action B.3.3 Increasing minimum densities required in single-family residential areas.
- Action B.3.4 Flexible lot development in single-family residential zones

<sup>1</sup> According to the Office of Financial Management, there were 3,318 housing units in 2022.

<sup>2</sup> Zillow Home Value Index, 2010-2022

## GOAL C

Promote opportunities for affordable housing for everyone, now and into the future.

**Guiding Principle: Affordability means something different to every household, and what is considered affordable can change based on market conditions. Stanwood supports equitable housing opportunities for every income level, and affirms programs that provide education, resources, and financial support for the most vulnerable residents.**

As demand for housing increases and the median income remains stagnant, the existing community may be pressured to relocate outside of the city as a result of rising costs. There is currently a demand for housing attainable to very low (50-80% AMI), moderate (80-100% AMI), and above median (>100%) income households. When people in the moderate and above median income groups cannot find housing appropriate for

their needs and budget, these higher income households have the power to purchase and occupy the housing stock that is more attainable to people in the lower income bands. This is a trickledown effect and actively reduces the housing stock available to lower income households, who do not have the same financial resources or housing options.

Currently, there is approximately a 281-unit shortfall of housing affordable to moderate and above median income (>80% AMI) households and a 27-unit shortfall for very low-income (30-50% AMI) housing. The moderate and above median income housing shortfall indicates that housing that could've been available and affordable to low or very low-income households is not going to them. As the population increases, there will be less housing to buffer this demand, placing greater pressure on all levels of the housing market and leaves out those who earn the lowest income in the city

from finding housing. The entire community that lives in Stanwood today will feel this cascading pressure through higher costs and lack of availability of housing in the city. Proactive policies can be crafted now to support maintaining the existing residential community while accommodating new residents anticipated over the next 20 years.

Resources that help current residents keep their homes are crucial to community preservation. There are programs and options the city can take leadership on implementing, such as alternative homeowner models which can help shield residents from major changes in housing costs or mortgages. Similarly, the city can take more leadership as a resource for public education, such as dispelling biases on affordable or subsidized housing or missing middle housing. However, the city cannot afford to fund every potential program to support its population's housing security. Alternatively, the city can identify and market grants, loans, and other financial

opportunities available at the state or county level to help bridge a gap between residents and regional or state entities. The city can host educational events and provide a resource page on their website, outlining funding opportunities for things such as foreclosure resources and tenant protections.

However, when a member of the community experiences homelessness, making sure they have a soft place to land is instrumental to helping someone exit homelessness, reduce displacement, and maintain a sense of community. Temporary emergency or permanent supportive housing can help fill this niche, but it must be met equally by supportive programs and regulations enforced by the city. Supporting development of affordable housing to the extremely low-income households (<30% AMI) can help secure future housing opportunities for low-income households. Barriers may currently exist within the city's development regulations that prevent new affordable

housing units from being developed. Granting more flexibility and developing a streamlined or expediated permit process for affordable housing projects can help motivate non-profit organizations to develop and operate in Stanwood. Subsidized housing projects typically have specific development timelines they must complete the project within to maintain state or federal funding. Greater coordination and collaboration with non-profits and subsidized housing providers are necessary to identify what strengths and weaknesses Stanwood has in its code, programs, and processes relating to affordable housing.

As housing demand increases, making sure housing is available for the next generation is key to community preservation and resiliency. If the next generation of Stanwood residents cannot find attainable housing that meets their needs, they will leave the city and take some of the city’s character with them. Continuing to develop housing for every income level will help the community exist in perpetuity.

**STRATEGY 1**

***Consider ways to reduce the displacement of existing households.***

- Action C.1.1 Prioritize efforts to age in place
- Action C.1.2 Alternative homeowner models
- Action C.1.3 Strategic marketing of housing assistance

**STRATEGY 2**

***Incentivize the construction of more homes for low-income and cost-burdened households***

- Action C.2.1 Sales and Use Tax for Affordable Housing
- Action C.2.2 Prescriptive development standards and streamlined permit review for affordable housing
- Action C.2.3 Alternative development standards for affordable housing
- Action C.2.4 Permit fee waivers or reductions for affordable housing
- Action C.2.5 Outreach and Public Education

OUTLINE OF GOALS, STRATEGIES, & ACTIONS

**GOAL A: PROVIDE THE FOUNDATION FOR A GROWING URBAN COMMUNITY.**

**STRATEGY 1**

***Strike a balance between the anticipated needs of future households and infrastructure demands.***

- Action A.1.1 Strategic Infrastructure Improvements
- Action A.1.2 Expanding and Strengthening Local Partnerships
- Action A.1.3 Interjurisdictional Cooperation
- Action A.1.4 Community Development Block Grants

**STRATEGY 2**

***Foster community in areas that will experience the fastest growth.***

- Action A.2.1 Form-based code for the downtown core and the uptown area
- Action A.2.2 Upzoning near commercial nodes and corridors
- Action A.2.3 Subarea Plan in Uptown



## OUTLINE OF STRATEGIES, GOALS, & ACTIONS

**GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.**

### STRATEGY 1

***Allow for higher-density residential development in proximity to services and transit.***

- Action B.1.1 Eliminate maximum densities in traditional neighborhood zones in conjunction with form-based code
- Action B.1.2 Multi-family tax exemption
- Action B.1.3 Incentive Zoning

### STRATEGY 3

***Allow for more flexible development of single-family residential housing units.***

- Action B.3.1 Reduce minimum lot size and encourage small lot development
- Action B.3.2 Lot size averaging
- Action B.3.3 Increasing minimum densities required in single-family residential areas.
- Action B.3.4 Flexible lot development in single-family residential zones

### STRATEGY 2

***Promote infill development.***

- Action B.2.1 Incentivize and encourage infill development
- Action B.2.2 Incentivize for more forms of Missing Middle Housing
- Action B.2.3 Support the redevelopment of single-family residential to missing middle housing.

**GOAL C: PROMOTE OPPORTUNITIES FOR AFFORDABLE HOUSING FOR EVERYONE, NOW AND INTO THE FUTURE.**

### STRATEGY 1

***Goal 1: Consider ways to reduce the displacement of existing households.***

- Action C.1.1 Prioritize efforts to age in place
- Action C.1.2 Alternative homeowner models
- Action C.1.3 Strategic marketing of housing assistance

### STRATEGY 2

***Incentivize the construction of more homes for low-income and cost-burdened households***

- Action C.2.1 Sales and Use Tax for Affordable Housing
- Action C.2.2 Prescriptive development standards and streamlined permit review for affordable housing
- Action C.2.3 Alternative development standards for affordable housing
- Action C.2.4 Permit fee waivers or reductions for affordable housing
- Action C.2.5 Outreach and Public Education



## ACTION SUMMARIES

The City of Stanwood should continually build on resources, collaboration, and public understanding to improve the implementation of housing strategies. Encouraging the development of new and existing partnerships with collaborations and organizations that serve low-income communities can ensure that Stanwood is directing its resources towards the people who need it most. The following section summarizes each of the recommended actions .

### GOAL A: PROVIDE THE FOUNDATION FOR A GROWING URBAN COMMUNITY.

**Guiding Principle:** *Invest in the physical and social infrastructure of the Stanwood community while balancing the demands of housing, amenities, and services.*

**Strategy 1:** *Strike a balance between the anticipated needs of future households and infrastructure demands.*

### GOAL A: PROVIDE THE FOUNDATION FOR A GROWING URBAN COMMUNITY.

#### Action A.1.1 Strategic Infrastructure Improvements

Proper infrastructure priorities established in a capital facilities element, a part of the Comprehensive Plan, can help support the city's housing program. Jurisdictions that expect to see population increases and are concerned about infrastructure capacity can greatly benefit from evaluating their infrastructure priorities. While new housing development funds infrastructure improvements, the city needs to ensure that traffic, stormwater, sewer, and water facilities are all at appropriate levels of service to accommodate an increase in demand for infrastructure services. Infrastructure demand studies could shed light on needed improvements, the limits to existing structures, and inform policies and programs to increase the city's capacity to support more housing.

#### Action A.1.2 Expanding and Strengthening Local Partnerships

Community partnerships are a critical component of the soft infrastructure needed for the development of affordable housing. The City of Stanwood currently has a Memorandum of Understanding (MOU) with the Community Resource Center (CRC) of Stanwood-Camano which has resulted in the city's provision of funding from the implementation of a Sales and Use Tax for

Affordable Housing. The city could continue work with CRC and consider expanding the allowed uses or strategically allocate funding to support affordable housing development.

Additionally, Stanwood could consider future collaborations with the Housing Authority of Snohomish County (HASCO) through an interlocal agreement. Stanwood could allow HASCO to work within the city through an interlocal agreement as northern Snohomish County is a priority underserved area with intense housing needs. HASCO's success depends on the availability of land, funding availability, and amenities like public transportation or community resources.

#### Action A.1.3 Interjurisdictional Cooperation

Continued cooperation across jurisdictional boundaries can address regional issues in metropolitan areas. Local jurisdictions can partner together to pool resources, coordinate technical assistance, and stretch funding to meet housing needs. Many jurisdictions across the Puget Sound region have formed coalitions to address housing issues, but there is an opportunity for collaboration across many topics including meeting infrastructure needs to accommodate more housing. Stanwood has an intrinsic relationship with Camano Island and, as a result, an intrinsic relationship between Snohomish and Island County.

**GOAL A: PROVIDE THE FOUNDATION FOR A GROWING URBAN COMMUNITY.****Action A.1.4 Community Development Block Grants**

Community development block grants (CDBG), federal funds, are provided annually to develop viable urban communities with decent housing and suitable living environments, improving communities economically, socially, and physically. Stanwood could pursue this grant funding opportunity as it aligns with the goals and vision set forth in their Twin City Mile project and Downtown Plan of investing in the living environments of the city. While CDBGs can be used to invest in utilities and infrastructure to support higher-density areas and housing, CPDGs can also be used to fund human services which would help alleviate the cost of housing for cost-burdened residents. Enticing living spaces and an increase in housing in proximity to public amenities can complement each other well. By pursuing County CDBG funding, Stanwood can catapult this community vision forward.

**Strategy 2: Foster community in areas that will experience the fastest growth.****Action A.2.1 Form-based code for the downtown core and the uptown area**

In contrast to use-based zoning which separates and regulates land uses, form-based zoning systems focus on the character of the built environment. The built environment generally includes building size, design, street/ block scale, streetscape, and open space standards, as well as cohesion with surrounding development. Form-based zoning looks more at the “broader vision” of the neighborhood, aiming to allow a variety of uses to co-locate within the same area. Some benefits of form-based zoning include reduced travel time between uses and amenities and supporting non-motorized transportation systems. Form-based zoning allows more opportunities for missing middle housing by encouraging mixed-use development, such as residential and commercial within the same structure. Stanwood can create a hybrid form-based zoning program that works with permitted uses to reduce barriers from traditional zoning for housing in the downtown and uptown areas.

**GOAL A: PROVIDE THE FOUNDATION FOR A GROWING URBAN COMMUNITY.****Action A.2.2 Upzoning near commercial nodes and corridors**

Upzoning increases allowable densities by relaxing the zoning code’s bulk requirements or increasing floor area ratios. This reduces the cost per unit and increases supply, decreasing the pressure on rent or mortgages. The goals are to encourage denser development, increase housing supply, and ultimately improve housing affordability and mobility for renters and homeowners. Upzoning would create more opportunities to increase housing supply and variety.

**Action A.2.3 Subarea Plan in Uptown**

A subarea plan is a type of long-range planning effort for a limited geographic area within a larger community. Subarea plans define policies, strategies, and actions that guide maintenance or change in the future. These plans are informed through community involvement to create a long-term vision for the subarea which defines an urban design or aesthetic, preserves natural spaces, and provides guidance for private and public investments and strategies. This vision will consider the community’s needs for the area such as housing, economic development, or future infrastructure.

Results of a subarea plan include land use and zoning amendments, updates to street plans and greenways, capital projects, and strengthened partnerships, including the establishment of a community Taskforce.

An uptown sub-area plan could galvanize the Stanwood community in shaping the future of that area, spurring economic and residential development, potentially providing access to the surrounding parks and Church Creek, and solidifying a unique sense of place for the city other than the existing downtown area. Subarea plans, in conjunction with Planned Action Environmental Impact Statement, can reduce barriers to certain desired types of development where upfront analysis of the environmental impacts and mitigation measures of the area can speed up the review of subsequent individual development projects. Furthermore, subarea plans, combined with form-based code, could prioritize multi-modal access to commercial amenities and services, reducing the dependence on cars if form-based codes allowed for reduced off-street parking. This can also incentivize developers to build more housing.

## GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.

**Guiding Principle:** *Affordability is different for everyone and can change in a matter of days. Stanwood wants to support the provision of housing opportunities and resources needed for the most vulnerable residents.*

**Strategy 1:** *Consider ways to reduce the displacement of existing households.*



## GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.

**Guiding Principle:** *Stanwood residents are as diverse as their housing needs whether that is housing that accommodates a large family or an individual, whether they rent or own, or whether they depend on a car or public transit, Stanwood seeks to accommodate all the housing needs of their community.*

**Strategy 1:** *Allow for higher-density residential development in proximity to services and transit.*

### Action B.1.1: Eliminate maximum densities in traditional neighborhood zones in conjunction with form-based code

Regulating the maximum number of units per acre is one of the most commonly used zoning tools in Washington State to regulate multifamily and mixed-use districts and the intensity of residential development. The city can focus on the height, bulk, and design of buildings instead of a maximum dwelling unit per acre requirement. Stanwood does not have a density limit on developments in the general commercial mixed-use zone. However, there is a maximum density requirement of 20 dwelling units per acre in the multi-family residential zone. Additionally, traditional neighborhood zoning districts have a maximum residential density requirement of 20 dwelling units per acre for all unit types including single-family residences,

duplexes, townhomes, and apartments in mixed-use, multi-family residences, and cottages. To allow for flexibility and creativity in developing more housing units in areas that could accommodate multi-family residential units, Stanwood could eliminate maximum densities and allow developers to meet form-based code standards, through performance and/or architectural guidelines, that demonstrate the intended character of the traditional neighborhood zone.

### Action B.1 2: Multi-family tax exemption

A multifamily tax exemption (MFTE) is a waiver of property taxes to encourage affordable housing production and redevelopment in “residential targeted areas” designated by cities. The goal of MFTE programs is to address a financial feasibility gap for desired development types in the target areas, specifically to develop sufficient available, desirable, and convenient residential housing to meet the needs of the public. MFTE programs are designed to encourage denser growth in areas with the greatest capacity and significant challenges to development feasibility. Developers could apply for the MFTE, property management teams would handle the income certification and leasing process, while the city would monitor commitments made through the MFTE. Stanwood can conduct a feasibility study to ensure MFTEs are appropriately applied and correspond with the goals of the city. Further,

## GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.

public education campaigns can inform Stanwood residents of the benefits and potential impact MFTes might have on their tax programs. The downtown core, uptown area, and areas of traditional neighborhoods can benefit greatly from multi-family tax exemptions.

### Action B.1.3: Incentive Zoning

Incentive zoning is a regulatory framework for encouraging and stimulating development that provides a desired public benefit. An incentive zoning system is implemented in addition to an existing base of development regulations and works by offering developers regulatory allowances such as an increase in height or floor area, fee waivers, or a reduction in parking requirements in exchange for public benefits. For Stanwood, incentive zones can allow commercial and residential developers to achieve additional development capacity when they provide affordable housing units in areas of higher-density housing and near amenities such as public transportation, shopping areas, parks, and open spaces.

### Strategy 2: Promote infill development.

#### Action B.2.1: Incentivize and encourage infill development

Incentivizing and encouraging infill development could manifest in several ways. Fee reductions, waivers, development flexibilities, reduced development requirements, or establishing an infill overlay in areas where flexible infill development is desired. SEPA infill exemptions could prove to be helpful in encouraging infill. Cities in Washington State planning under the GMA have the option to establish infill development as a SEPA categorical exemption. This would alleviate developers of the potential SEPA requirement and cost. To do this, the next iteration of the Comprehensive Plan must be subject to environmental analysis through an environmental impact statement. Pursuing this categorical exemption could further encourage infill development within the city. Special consideration could be made for commercial corridors and nodes such as the Uptown area. MFTes and state grant funding with conditions of use could further encourage infill development.

## GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.

### Action B.2.2: Encourage for more forms of Missing Middle Housing

The majority of housing choices available in the city are single-family homes on large lots or larger multifamily buildings. The wide range of needs from differing family sizes, household incomes, ages, and cultural expectations of housing are not reflected in this limited scope of housing options. Allowing and encouraging a wide array of housing types creates varied supply to fill the demand for housing, whether for homeownership or rental units. These different housing types can be regulated to fit the current scale of residential areas and could be permitted throughout all the residential areas in the city. Encouraging these housing types through advertising and codified incentives could increase their prevalence throughout the city. Stanwood currently permits forms of missing middle housing in areas of higher density like mixed-use zones, traditional neighborhoods, and multi-family residential areas. The city can allow missing middle housing in single-family residential areas and ensure the character of the neighborhood through architectural or

design guidelines, retaining the appearance of single-family residences but allowing for moderate density. This might take a shift from single-family residential zoning to low-density zoning. If not permitted in the whole zone, the city could consider permitting missing middle housing on neighborhood intersections of single-family areas and reducing parking requirements in areas serviced by public transit. Incentive options for missing middle housing could include payment plans, deferral of impact fees, flexible design guidelines or criteria, or waivers. By increasing the allowed types of housing and encouraging their development, they could better supply housing that covers the diverse range demanded.

The city could conduct a feasibility study to determine what the greatest barriers are to developing missing middle housing, whether that is development standards, market interest, or risk-averse attitudes from builders and their lenders.

## GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.

### FIGURE 3: MISSING MIDDLE HOUSING

#### What is the “Missing Middle”?

The term “Missing Middle” refers to a range of small to modest-scale housing types that bridge the gap between detached single family homes and urban-scaled multifamily development. This gap includes duplexes, triplexes, cottage housing, townhouses, courtyard apartments and other small-scale apartment buildings that provide diverse housing options to support walkable communities. They are called “missing” because they have either been illegal or discouraged by zoning ordinances and/or overlooked by the applicable development community.

These housing types, however, were much more common in neighborhoods developed before World War II. They are beloved by those who have lived in them and fit in seamlessly into the neighborhood context. They also represent a housing option that’s more affordable than detached single-family homes and fit within a walkable neighborhood context. Shifting demographics with smaller households also make these housing types a great option for the full range of communities in Washington.



## GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.

### Action B.2.3 Support the redevelopment of single-family residential to missing middle housing.

Where forms of missing middle housing are permitted, but predominantly single-family housing, the city could support the redevelopment of single-family housing to accommodate more housing units within it. This would preserve the aesthetic of the home and neighborhood while increasing the housing stock of the city. Providing a streamlined approach addressing specificities such as parking requirements, landscape requirements, or allowing for more flexible design standards such as setback requirements could encourage developers.

### Strategy 3: Allow for more flexible development of single-family residential housing units.

#### Action B.3.1 Reduce minimum lot size and encourage small lot development

Minimum lot size refers to the smallest allowable portion of a parcel determined to be usable for the proposed structure, provided applicable development standards are met. Permitting development on small lots allows for more single-family homes per acre than on larger lots, which increases the overall housing supply in the city. Smaller lot sizes also promote affordability by requiring less land, fewer resources to

build smaller homes, and potentially drawing fewer municipal resources. Stanwood permits development on smaller lots located in planned residential developments and cottage developments but could consider greater flexibility for smaller units throughout the single-family residential zones.

#### Action B.3.2 Lot size averaging

Lot size averaging allows the size of individual lots within a development to vary from the required minimum lot size, provided that the average lot size in the development as a whole does not exceed the maximum allowed density. Housing can then be developed on lots smaller than otherwise permitted in a zone, allowing for flexibility in some areas and more housing choices throughout the development. This can be especially helpful for lots that are encumbered by flooding, wetlands, or other critical areas.

#### Action B.3.3 Establishing minimum density requirements required in single-family residential areas

Maximum densities are a key feature of zoning, but actual development may occur at intensities much lower than the intent of the zone. For example, an area might have developments that actually occur at 6 dwelling units per acre when maximum zoning allows for 10 dwelling units per acre.

## GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS.

Stanwood varies the level of permitted maximum densities across single-family residential zones and can range as low as 3.4 units per acre or as high as 10 units per acre. These maximum density requirements could result in limiting the potential number of units that could be developed in single-family residential zones.

Alternatively, Stanwood could consider establishing minimum densities. Doing this could prove to be a viable means of increasing density in single-family residential areas. For instance, if the maximum density allowed is 10 units, and what is trending in development is 6 units, a minimum requirement of 8 units could ensure that an additional 2 units are being built, ultimately increasing the potential for new housing. More consideration can be made as to how these densities will be developed, where more efficient use of land can supply more housing, and possibly increase the baseline density permitted across all single-family residential zones.

### Action B.3.4 Flexible lot development in single-family residential zones

Although there is a need in the city for a wider variety of houses, there is a demand for more single-family residential housing from the moderate and above area median income households as well. The development of more single-family

residences can reduce the demand for housing units affordable to lower-income households, preventing household displacement.

The further development of single-family residential units can be permitted by allowing more flexible single-family development regulations in areas of the city where only single-family housing is allowed. In a largely built-out jurisdiction, infill development of single-family residences on small or irregularly shaped lots can be made easier by making more flexible development regulations for these special circumstances. Flexible single-family development regulations can be crafted to encourage the development of residences that fit the needs of the community. This can take the form of flexible lot sizes, setbacks, sidewalk requirements, street widths, heights, and development standards. In Stanwood, flexible lot standards are available through development agreements and planned residential developments but could be incorporated to include more areas in the single-family zone. Single-family areas identified as more susceptible to change can undergo demonstration zones to illustrate how effective flexible lot developments can be for Stanwood, allow for an assessment of its regulations, and fine-tune a process that can benefit the city and incentivize interested developers.

## GOAL C: PROMOTE OPPORTUNITIES FOR AFFORDABLE HOUSING FOR EVERYONE, NOW AND INTO THE FUTURE.

**Guiding Principle:** *Affordability is different for everyone and can change in a matter of days. Stanwood wants to support the provision of housing opportunities and resources needed for the most vulnerable residents.*

**Strategy 1:** *Consider ways to reduce the displacement of existing households.*



## GOAL C: PROMOTE OPPORTUNITIES FOR AFFORDABLE HOUSING FOR EVERYONE, NOW AND INTO THE FUTURE.

### Action C.1.1: Prioritize efforts to age in place.

The cost of housing has led to an increase in demand for housing resources among senior residents in Stanwood. Aging, independent homeowners and renters are challenged by, not only the increased housing cost but the unanticipated inflation of daily essentials like food or gas. Senior residents need more affordable housing and rental units near community resources or public transportation. Additionally, affordable housing is often not affordable enough, especially for someone on a fixed income. Senior residents may already be living in the most affordable rental units of Stanwood but are still struggling to pay the rent.

Furthermore, while affordable housing and access to resources are imperative, efforts need to be made to decrease attitudes of stigmatization as that can greatly impact one's ability to ask for help. At moments when a resident might find their situation dire, there is also a lack of emergency shelter or transitional housing in the event a shift in residence is needed. Stanwood could support opportunities for affordable senior housing projects by permitting senior housing in all residential zone and mixed-use zones, incentivizing senior housing development in areas with community resources and public transit, and support the development of housing with universal design.

### Action C.1.2: Alternative homeowner models

The City could encourage the development of alternative homeowner models, specifically those which provide benefits that many traditional market mechanisms cannot. There are a variety of models the city could implement, such as community land trusts, limited equity cooperatives, lease purchasing programs or rent-to-own contracts, and buy-back programs. The goal of these programs is to support low- and moderate-income families as they build equity. Community land trusts separate the ownership of the land from the buildings with the goal to hold the land in a state of affordability while allowing homeowners control and security of their property. Limited equity cooperatives build resale price restrictions into developments that are derived from a formula that determines the price properties can be sold for. Limited equity cooperatives involve a group of residents who all have shares in the cooperative. This cooperative is often created as part of the development process. Lease purchasing programs allow potential buyers to lease a house for a period before they buy it. This allows the buyer to build credit and save enough money to purchase it. Finally, a buy-back program can be used to create more housing while preventing displacement. This is done when a homeowner agrees to sell their home to a developer with the intention of buying it back at an equal or

## GOAL C: PROMOTE OPPORTUNITIES FOR AFFORDABLE HOUSING FOR EVERYONE, NOW AND INTO THE FUTURE.

similar price. The developer, in turn, increases the number of housing units available, for example, from a single-family home to a townhome or triplex. Implementing these alternative homeowner models could stabilize housing prices in the City.

### Action C.1.3: Strategic marketing of housing assistance

The City of Stanwood could help market direct household assistance, housing and foreclosure resources, and rehabilitation and preservation resources. The City could illustrate the resources that the Community Resource Center and other local housing resource partners use to increase the information available to the public. The Washington State Foreclosure Fairness Program provides homeowners foreclosure assistance by offering free housing counseling, civil legal aid, and foreclosure mediation, for example. Additionally, the city provides reduced rates for utility, sewer, and water to low-income, senior, and disabled residents.

To garner the most success out of direct household assistance and other fee-reduction programs, strategic marketing of these programs could help greatly reduce the number of cost-burdened residents in Stanwood. Engaging in a public outreach

campaign could bolster the number of people helped. Advertising for these programs on the city's website, newsletter, or pamphlets at City Hall, and updating materials as new programs develop can keep community members stay informed.

### *Strategy 2: Incentivize the construction of more homes for low-income and cost-burdened households*

#### Action C.2.1: Sales and Use Tax for Affordable Housing

In 2020, Stanwood implemented a 20-year affordable housing sales and use tax. The money collected from the tax may be used towards the acquisition, rehabilitation, or construction of affordable housing, in addition to supporting operations and maintenance costs of affordable or supportive housing and providing rental assistance. The City provides funding to the Community Resource Center for use and allocation. This collaboration could expand and include disseminating information to the public regarding these resources and partnering with non-profit builders such as Habitat for Humanity or the Housing Authority of Snohomish County.

**GOAL C: PROMOTE OPPORTUNITIES FOR AFFORDABLE HOUSING FOR EVERYONE, NOW AND INTO THE FUTURE.**

**Action C.2.2: Prescriptive development standards and streamlined permit review for affordable housing**

To reduce the cost of developing affordable housing, Stanwood could adopt prescriptive development standards and streamlined permit review for affordable housing. For-profit and non-profit developers, alike, face the challenge of tight deadlines, especially those dependent on grant funding and adhere to strict funding deadlines. Missing middle housing, such as townhomes, multi-family units with less than five units, or accessory dwelling units are permitted but review and development could be expedited with a preapproved set of building plans that fulfill code requirements. This would make it easier for homeowners interested in building ADUs and developers to conceptualize, design, and construct diverse affordable housing. Additionally, expedited permit processes, waivers, parking reductions, and other incentives could be implemented for affordable housing developers.

**Action C.2.3: Alternative development standards for affordable housing**

Adjusting development standards for preferred housing types can help lower the barrier to their development. This can change the incentive for development from market-rate housing to affordable housing. This involves allowing exceptions to specific development standards to lower barriers to development while preserving those standards which preserve health and safety. Such development standards could include reducing parking requirements for affordable housing that are within proximity to public transit or community resources. Similarly, simplifying and clarifying development standards for housing types can encourage their construction. Alternative development standards for affordable housing could alleviate the pressure of the development review.

**GOAL C: PROMOTE OPPORTUNITIES FOR AFFORDABLE HOUSING FOR EVERYONE, NOW AND INTO THE FUTURE.**

**Action C.2.4: Permit fee waivers or reductions for affordable housing**

Waiving permit fees for affordable housing can reduce the cost of building affordable housing, which can in turn reduce costs for consumers. Fees, such as impact fees, utility connection fees, and project review fees, can significantly increase the end cost of residential unit developments. This action allows affordable housing developers to apply for the city to waive permitting fees for projects serving renters at or below 60% of the AMI. The amount of money saved by the waived fees varies based on individual project specifics, and the city ultimately would have discretion over the applicable scenario and exact amount of the reduction. Stanwood provides an 80% reduction of transportation and park fees for the development of low-income housing but could consider further reductions for impact fees for school and fire facilities, permit fees, and reductions in costs associated with development review.

**Action C.2.5: Outreach and Public Education**

Affordable housing projects, increased density, and other proposed regulatory changes to established neighborhoods can be contentious topics that provoke “not in my backyard” (NIMBY) attitudes from the community. By addressing these NIMBY attitudes through public outreach and education, Stanwood could alleviate negative attitudes towards increasing housing capacity, ensuring affordability, and addressing concerns associated with higher densities and increases in housing development. Public outreach and education could be resources provided on the city website, printed materials, or community discussions.



# PART 04

## IMPLEMENTATION PLAN

The Implementation Plan is intended to guide budgeting and work planning for the city, coordination with city partners, and ongoing efforts to update municipal policies. Administration of the plan and long-term compliance monitoring with affordability covenants can often be labor-intensive and requires expertise. Dedicated leadership from a diverse group of local stakeholders such as government officials, businesspeople, labor unions, clergy, educators, public safety employees, and low-income advocates will therefore be required. A comprehensive land use study is recommended for designing coordination efforts and locating feasible areas for implementation, as well as considering the impacts of other applicable factors.

## IMPLEMENTATION CONSIDERATIONS

Small cities must effectively design a housing action plan to ensure professional administration is available in the long term. Stanwood will also need to consider other applicable factors, such as infrastructure, funding, and Comprehensive Plan policy integration when determining what methods will be feasible for implementing actions within targeted timeframes. The Implementation Plan table, as provided at the end of this section, describes the following:

- **HAP Action Number and Description**
- **Immediate next steps to take to prepare for implementation**
- **Timeline**
  - Short Term: 0-2 years
  - Medium Term: 3-5 years
  - Long Term: Over 6 years
- **Methods of Accomplishing the Action**
- **Lead Party**
- **Investment Level**

The implementation plan demonstrates the direct applicability of goals, strategies, and actions. Several actions are more readily implementable than others and are short-term in nature, while other actions require further coordination, additional studies, and are likely to be mid-term or long-term endeavors. Listed below are further planning efforts that would aid in the implementation of the *Housing Action Plan*.

### Land Use Study

The City should determine specific land-use and zoning district regulation changes to achieve increased housing diversity and affordability. Below is a list of opportunities for changes to the municipal code and Comprehensive Plan policies:

- Increasing minimum density requirements across zoning districts to create a diversity of housing options.
- Implementation of targeted hybrid form-based zoning to maintain the neighborhood scale and aesthetic while creating greater density.

- Identification of the geographic areas where there will be the highest increase in infrastructure demand.

- Supporting the conversion of single-family residential units to multi-family units while preserving the aesthetic of single-family homes.

- Integrating flexibility for development standards to accommodate infill development

The study should focus on identifying land use changes that would result from new capacity and diversity in the city's housing stock. To support this objective, the study should examine the feasibility and likelihood of development under the proposed land use changes. The study should also highlight options that would help achieve a diversity of housing types and sizes across the city through development, redevelopment, and infill strategies. Ongoing efforts should be coordinated to monitor the long-term effects of changed policies and adjust as needed to meet objectives.

### Infrastructure Demand Study

A comprehensive audit of the City's current infrastructure levels of service should be conducted along with a predicted demand analysis. In Stanwood, strategic infrastructure investments must be based on forecasts of the areas where infrastructure will be most strained. As discussed in *Appendix C: Public Engagement*, parking and traffic levels of service, infrastructure, and public safety are areas of particular interest to community members and the city. Infrastructure demand studies must be linked to the Land Use study to properly plan for both infrastructure investment and appropriate land use designations.

### Housing Funding Strategy

The city should develop a coordinated strategy to determine how these funding sources should be applied to maximize the yield of affordable housing and address critical gaps in the availability of local affordable housing.

### Ongoing Monitoring and Review

Ensuring that these programs have the intended effects and will meet the overall goals identified in this Housing Action Plan and the upcoming 2024 Comprehensive Plan will require long-term efforts to monitor the development of market-rate and affordable housing in the city. Because of this, the overall implementation of the HAP should be reviewed with a series of indicators and regular reviews within the next five years. Such efforts should be coordinated by the Regional Housing Task Force.

## Comprehensive Plan Policy Integration

A substantial portion of the actions identified in the *Housing Action Plan* will either be implemented directly through changes to the Comprehensive Plan or supported through amended Comprehensive Plan policies. Because of this, these revisions should be specifically identified and incorporated into the initial planning processes for the Comprehensive Plan update. The following steps would be necessary to coordinate potential revisions for the Comprehensive Plan update:

**Policy Focus:** Develop a series of clear policy statements based on recommendations from the HAP that reinforce the commitment of the city in specific topic areas related to housing, including racial equity in the real estate market, anti-displacement efforts, and the demand for diverse housing types.

**Housing Goals:** Amend housing development goals based on the projections included in this report. Housing goals may be adjusted to account for revisions to the Countywide Planning Policies regarding housing and population targets but should consider the need identified for affordable housing across all income categories in the community.

**Residential Land Use Study:** Coordinate a review of zoning regulations and a development feasibility study to determine potential areas where increased densities and new housing types should be encouraged. These changes should be provided as revisions to the land use map and related policies in the Comprehensive Plan.

## PROPORTIONALITY AND GAPS IN FUNDING

Proportionality becomes evident when cities the size of Stanwood are not the best suited to leverage sufficient funding to meet the housing needs identified in this plan. Historically, small cities have relied upon interjurisdictional cooperation to fund needed projects.

The *Housing Action Plan* identifies several barriers to housing funding and resources that need to be addressed at the county, state, or federal level. Almost all actions in this plan require funding for implementation and monitoring. This is especially true for actions intended to create affordable housing for vulnerable and low-income households. While the actions adopted are intended to fill the gap in housing affordability, they need state and federal government relief to make the outcomes of those actions a reality. Loss of funding at either the state or federal level can have severe impacts at the local level, and this is where proportionality becomes an important consideration.

Therefore, an important part of implementation is not only the funding for the construction and maintenance of affordable housing, but for future legislation that enables small cities like Stanwood to control, monitor, and maintain the affordability of housing and the outcomes of the actions once they are implemented. Proportional funding from multiple government levels will be crucial for the implementation of recommended actions. Stanwood will need to inventory available resources to ensure adequate funding for their housing actions is provided.

## IMPLEMENTATION PLAN

| Action                                                       |                                                                                                                       | Timeline    | Method of Accomplishing | Lead Party                       | Investment Level |
|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|----------------------------------|------------------|
| GOAL A: PROVIDE THE FOUNDATION FOR A GROWING URBAN COMMUNITY |                                                                                                                       |             |                         |                                  |                  |
| A.1.1 Strategic Infrastructure Improvements                  | • Review existing investment priorities as determined by capital facilities element and department of public works    | Short Term  | Administrative          | Community Development Department | Low              |
|                                                              | • Determine which areas of the city will see the largest increase in infrastructure demand as a result of new housing | Short Term  | Administrative          | Community Development Department | Low              |
|                                                              | • Draft improvements to capital facilities priorities to support future housing placement and quantity                | Short Term  | Administrative          | Community Development Department | Low              |
|                                                              | • Adopt changes to the capital facilities element                                                                     | Short Term  | Legislative             | City Council                     | Low              |
| A.1.2 Expanding and Strengthening Local Partnerships         | • Assess current partnerships and existing programs for the provision of affordable housing and resources             | Short Term  | Administrative          | Community Development Department | Medium           |
|                                                              | • Determine the feasibility of expanding or strengthening efforts to provide affordable housing                       | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                              | • Prioritize achievable and impactful efforts to increase the opportunity for affordable housing                      | Medium Term | Administrative          | Community Development Department | Medium           |
| A.1.3 Interjurisdictional Cooperation                        | • Identify priorities that require coordination                                                                       | Short Term  | Administrative          | Community Development Department | Medium           |
|                                                              | • Identify other jurisdictions for potential cooperation and coordination                                             | Short Term  | Administrative          | Community Development Department | Medium           |
|                                                              | • Discuss priorities and resources with surrounding jurisdictions                                                     | Medium term | Administrative          | Community Development Department | Medium           |
|                                                              | • Form coalitions and partnerships                                                                                    | Medium term | Partnership Development | Community Development Department | Medium           |

| Action                                                             |                                                                                                                                                                 | Timeline    | Method of Accomplishing | Lead Party                       | Investment Level |
|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|----------------------------------|------------------|
| A.1.4<br>Community Development Block Grants                        | • Identify focus of CDBG, perhaps through the subarea plan effort or to provide specific amenities to low or medium income communities                          | Long Term   | Administrative          | Community Development Department | High             |
|                                                                    | • Apply for CDBG through the HUD                                                                                                                                | Long Term   | Administrative          | Community Development Department | High             |
|                                                                    | • Apply CBGB Grant to subarea plan or whichever amenities planned for.                                                                                          | Long Term   | Administrative          | Community Development Department | High             |
| A.2.1<br>Form-based code for the downtown core and the uptown area | • Facilitate community-wide conversations regarding the introduction of form based zoning and preservation of Stanwood's character and aesthetics.              | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                    | • Draft form and design requirements specific to applicable zoning districts.                                                                                   | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                    | • Review current municipal code to align existing zoning strategies and form based zoning principles.                                                           | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                    | • Form new form-based codes within city-wide strategy.                                                                                                          | Short Term  | Administrative          | Community Development Department | Low              |
| A.2.2<br>Upzoning near commercial nodes and corridors              | • Facilitate community-wide conversations regarding up-zoning                                                                                                   | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                    | • Identify processes that could facilitate the re-classification of under-zoned residential parcels and consider changes to administrative procedures           | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                    | • Stanwood could upzone through allowing larger bulk development standards for small scale multifamily structures, such as duplexes, triplexes, and fourplexes. | Medium Term | Administrative          | Community Development Department | Medium           |

| Action                                                                                                         |                                                                                                                                         | Timeline    | Method of Accomplishing | Lead Party                       | Investment Level |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|----------------------------------|------------------|
| <b>A.2.3 Subarea Plan in Uptown</b>                                                                            | • Identify area for subarea plan focus such as Uptown area                                                                              | Long Term   | Administrative          | Community Development Department | High             |
|                                                                                                                | • Facilitate community conversation to identify aspects of the subarea to be preserved and aspects to be further developed              | Long Term   | Administrative          | Community Development Department | High             |
|                                                                                                                | • Draft subarea plan in a manner consistent with the comprehensive plan                                                                 | Long Term   | Administrative          | Community Development Department | High             |
|                                                                                                                | • Adopt subarea plan                                                                                                                    | Long Term   | Legislative             | City Council                     | High             |
| <b>GOAL B: PROMOTE A WIDER VARIETY OF HOUSING OPPORTUNITIES FOR HOMEOWNERS AND RENTERS</b>                     |                                                                                                                                         |             |                         |                                  |                  |
| <b>B.1.1 Eliminate maximum densities in traditional neighborhood zones in conjunction with form-based code</b> | • Engage residents and technical advisory groups to solicit community input toward proposed density provisions.                         | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                                | • Review city municipal code to identify permitting barriers and draft code updates adding housing units per acre standard flexibility. | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                                | • Adopt municipal code amendments to facilitate flexible development standards for affordable and/or missing middle housing.            | Short Term  | Legislative             | City Council                     | Low              |
| <b>B.1.2 Multi-family tax exemption</b>                                                                        | • Identify shift of tax obligations, dedicated staff time, and development incentives through offering a tax exemption.                 | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                                                | • Consult the WA State Department of Commerce for integration of Multi-Family Housing Property Tax Exemption (MFTE) program.            | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                                                | • Amend municipal code to include incentive language for Multi-Family Housing Property Tax Exemption (MFTE) programs.                   | Medium Term | Legislative             | City Council                     | Medium           |

| Action                                                    |                                                                                                                             | Timeline   | Method of Accomplishing | Lead Party                       | Investment Level |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|------------|-------------------------|----------------------------------|------------------|
| <b>B.1.3 Incentive Zoning</b>                             | • Conduct a feasibility study to the applicability of incentive zoning                                                      | Long Term  | Administrative          | Community Development Department | High             |
|                                                           | • Engage with developers and technical advisory groups to determine incentive preferences                                   | Long Term  | Administrative          | Community Development Department | High             |
|                                                           | • Develop code amendments or changes incorporate incentive zoning where it is most applicable to provide affordable housing | Long Term  | Administrative          | Community Development Department | High             |
| <b>B.2.1 Incentivize and encourage infill development</b> | • Lower minimum lot sizes within all zones                                                                                  | Short Term | Administrative          | Community Development Department | Low              |
|                                                           | • Create a program to flex zoning requirements or remove development fees for redevelopment of currently vacant lots        | Short Term | Administrative          | Community Development Department | Low              |
|                                                           | • Create preapproved ADU designs                                                                                            | Short Term | Administrative          | Community Development Department | Low              |
|                                                           | • Conduct an assessment of the areas of the city that would most benefit from infill development                            | Short Term | Administrative          | Community Development Department | Low              |
|                                                           | • Facilitate neighborhood conversations on the benefits of infill development                                               | Short Term | Administrative          | Community Development Department | Low              |
|                                                           | • Assess land use or municipal code for opportunities to incorporate infill where appropriate                               | Short Term | Administrative          | Community Development Department | Low              |

| Action                                                                                        |                                                                                                                                                                                                           | Timeline    | Method of Accomplishing | Lead Party                       | Investment Level |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|----------------------------------|------------------|
| <b>B.2.2 Encourage for more forms of Missing Middle Housing</b>                               | • Facilitate discussion with the community, Planning Commission, and City Council to build local programs that encourage the development of missing middle housing                                        | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                               | • Identify and inventory existing parcels that can accommodate missing middle housing with current code                                                                                                   | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                               | • Codify incentives to encourage the conversion of single family residences to forms of missing middle housing                                                                                            | Medium Term | Legislative             | City Council                     | Medium           |
|                                                                                               | • Create a program to educate the public about the benefits of missing middle housing and incentives available for developers                                                                             | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                               | • Continually inventory available resources and streamline the process to build missing middle housing                                                                                                    | Medium Term | Administrative          | Community Development Department | Medium           |
| <b>B.2.3 Support the redevelopment of single-family residential to missing middle housing</b> | • Review municipal code to determine the applicability of architectural and design guidelines on single-family redevelopment to missing middle housing structures.                                        | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                               | • Determine areas of the city where levels of service can easily accommodate the density change that comes with remodeling single-family residences to missing middle homes.                              | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                               | • Provide informational resources that include permitting procedures, incentives, and support to the public and developers interested in the remodeling of single-family homes to multi-family structures | Medium Term | Administrative          | Community Development Department | Medium           |

| Action                                                                   |                                                                                                                                                         | Timeline   | Method of Accomplishing | Lead Party                       | Investment Level |
|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-------------------------|----------------------------------|------------------|
| <b>B.3.1 Reduce minimum lot size and encourage small lot development</b> | • Review current minimum lot size standards and identify code amendment opportunities for reducing minimum lot sizes.                                   | Short Term | Administrative          | Community Development Department | Low              |
|                                                                          | • Conduct land use study and inventory of small lots in the city to determine benefits and potential affordable housing development sites.              | Short Term | Administrative          | Community Development Department | Low              |
|                                                                          | • Amend municipal code to allow additional housing types on selected minimum lot sizes and integrate applicable design standards for constricted sites. | Short Term | Legislative             | City Council                     | Low              |
|                                                                          | • Permit and track development on small lots to monitor city-wide code amendment success.                                                               | Short Term | Administrative          | Community Development Department | Low              |
| <b>B.3.2 Lot size averaging</b>                                          | • Facilitate stakeholder conversations on the benefits to lot size averaging                                                                            | Short Term | Administrative          | Community Development Department | Low              |
|                                                                          | • Review current minimum lot size standards and identify code amendment opportunities for lot size averaging.                                           | Short Term | Administrative          | Community Development Department | Low              |
|                                                                          | • Permit and track development on averaged lots to monitor city-wide code amendment success.                                                            | Short Term | Administrative          | Community Development Department | Low              |

| Action                                                                                          |                                                                                                                                         | Timeline    | Method of Accomplishing | Lead Party                       | Investment Level |
|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|----------------------------------|------------------|
| <b>B.3.3</b><br><b>Increasing minimum densities required in single-family residential areas</b> | • Engage residents and technical advisory groups to solicit community input toward proposed density provisions.                         | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                 | • Review city municipal code to identify permitting barriers and draft code updates adding housing units per acre standard flexibility. | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                 | • Adopt municipal code amendments to facilitate flexible development standards for affordable housing.                                  | Short Term  | Legislative             | City Council                     | Low              |
| <b>B.3.4</b><br><b>Flexible lot development in single-family residential zones</b>              | • Identify lots or parcels that are historically difficult to develop on in single-family residential zones                             | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                                 | • Determine the greatest barriers to development for difficult parcels in the single-family residential zone                            | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                                 | • Develop code changes that provide flexible lot development in single-family residential zones                                         | Medium Term | Administrative          | Community Development Department | Medium           |



| Action                                                                                            |                                                                                                                                                                                              | Timeline    | Method of Accomplishing | Lead Party                       | Investment Level |
|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|----------------------------------|------------------|
| <b>GOAL C: PROMOTE OPPORTUNITIES FOR AFFORDABLE HOUSING FOR EVERYONE, NOW AND INTO THE FUTURE</b> |                                                                                                                                                                                              |             |                         |                                  |                  |
| <b>C.1.1</b><br><b>Prioritize efforts to age in place.</b>                                        | • Strategically market locally available housing resources for senior residents on the city website and publications.                                                                        | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                                   | • Consider programs to encourage the destigmatization of requesting for housing and financial assistance                                                                                     | Medium Term | Partnership Development | Community Development Department | Medium           |
|                                                                                                   | • Conduct a feasibility study to determine the senior housing needed in Stanwood, the most appropriate places for their development, and the greatest barriers to developing senior housing. | Medium Term | Administrative          | Community Development Department | Medium           |
| <b>C. 1.2</b><br><b>Alternative homeowner models</b>                                              | • Review code to determine code changes that encourage or inform the development of alternative homeowner models                                                                             | Long Term   | Administrative          | Community Development Department | High             |
|                                                                                                   | • Determine the feasibility of alternative homeowner models with local affordable housing developers and partners                                                                            | Long Term   | Administrative          | Community Development Department | High             |
|                                                                                                   | • Facilitate discussions and propose code amendments with the community, Planning Commission, and City Council to allow and streamlining review for alternative home models                  | Long Term   | Administrative          | Community Development Department | High             |

| Action                                                 |                                                                                                                                   | Timeline   | Method of Accomplishing | Lead Party                       | Investment Level |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|------------|-------------------------|----------------------------------|------------------|
| <b>C.1.3 Strategic marketing of housing assistance</b> | • Review existing marketing efforts of housing resource groups on city publications and website                                   | Short Term | Administrative          | Community Development Department | Low              |
|                                                        | • Review existing housing resource programs provided by local housing resource groups                                             | Short Term | Partnership Development | Community Development Department | Low              |
|                                                        | • Facilitate discussions or workshops for residents and resource providers to increase opportunities of information sharing       | Short Term | Administrative          | Community Development Department | Low              |
|                                                        | • Conduct public outreach to inform community of existing and new forms of household assistance                                   | Short Term | Administrative          | Community Development Department | Low              |
| <b>C.2.1 Sales and Use Tax for Affordable Housing</b>  | • Assess current use of Sales and Use Tax for Affordable Housing with the Community Resource Center                               | Short Term | Administrative          | Community Development Department | Low              |
|                                                        | • Determine housing affordability goals and the applicability and efficiency of the Sales and Use Tax for Affordable Housing      | Short Term | Administrative          | Community Development Department | Low              |
|                                                        | • Develop a strategic plan to achieve identified goals for supporting the development of affordable housing and resource programs | Short Term | Administrative          | Community Development Department | Low              |

| Action                                                                                               |                                                                                                                                                          | Timeline    | Method of Accomplishing | Lead Party                       | Investment Level |
|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|----------------------------------|------------------|
| <b>C.2.2 Prescriptive development standards and streamlined permit review for affordable housing</b> | • Reach out to architects to solicit a suite of building plans adherant to code                                                                          | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                      | • Draft code framework to support expedited review of preapproved building plans and streamline development process                                      | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                      | • Adopt preapproved building plans                                                                                                                       | Short Term  | Legislative             | City Council                     | Low              |
| <b>C.2.3 Alternative development standards for affordable housing</b>                                | • Facilitate neighborhood conversations on the benefits of and desired aspects of Affordable Housing                                                     | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                      | • Draft municipal code updates that would add flexibility to the current standards                                                                       | Short Term  | Administrative          | Community Development Department | Low              |
|                                                                                                      | • Propose code amendments that would make it easier to build affordable housing for community, Planning Commission, and City Council to Discs and Review | Short Term  | Administrative          | Community Development Department | Low              |
| <b>C.2.4 Permit fee waivers or reductions for affordable housing</b>                                 | • City identification of prefered housing types for fee reduction                                                                                        | Medium Term | Administrative          | Community Development Department | Medium           |
|                                                                                                      | • Changes to zoning code fee schedule to waive fees for applicable housing type.                                                                         | Medium Term | Legislative             | City Council                     | Medium           |
|                                                                                                      | • Increase awareness of fee waivers and reductions among developers                                                                                      | Medium Term | Administrative          | Community Development Department | Medium           |
| <b>C.2.5 Outreach and Public Education</b>                                                           | • Develop a public outreach campaign to recognize the importance of affordable housing as the population and cost of housing increases.                  | Long Term   | Administrative          | Community Development Department | High             |
|                                                                                                      | • Identify the benefits of providing housing for all and communicate that the public.                                                                    | Long Term   | Administrative          | Community Development Department | High             |
|                                                                                                      | • Identify, partner, and develop programs with community stakeholders and organizations in support of affordable housing for everyone.                   | Long Term   | Partnership Development | Community Development Department | High             |



# PART 05 MONITORING PLAN

## MONITORING

### The City and Community Stewardship

The monitoring plan is offered to those determining budgets for city council review. One purpose of the *Housing Action Plan* is to assist the city in preparing for the next Comprehensive Plan update. Several “goals” do not directly result in housing creation. Instead, each of the three goals contains a framework of strategies with directed actions to meet the objectives of each principle. For example, some of the actions include monitoring local efforts. These benchmarking actions fit into the larger goals by indicating the progress of the broader strategic effort. They help the city understand housing needs, assess the effectiveness of overall efforts and specific actions, and inform future planning efforts. Housing strategies often require ongoing efforts to monitor local conditions and evaluate the impact of different actions.

The evaluation outlined below includes assessing data for Stanwood and surrounding communities for comparison. However, one of the significant challenges with this complete suite of indicators is that accurate metrics in Stanwood, including data on renters and homeowners, can take time and resources for the city to collect. While data from the State Office of Financial Management and Zillow are often updated quickly, available sources of household-level information, such as the American Community Survey, often lag a year or two behind due to the reliance on compiled survey information. Because of this, the time and scale of these indicators should be explicitly considered and explained in any reporting.

Below are the main sources of data available to the city for the purposes of tracking indicators described in the Monitoring Plan:

- **Internal city construction permit tracking.** Online or paper files containing building permits, land use actions, and code enforcement throughout the city.
- **Snohomish County Assessor's Office.** The Snohomish County Assessor's Office Website contains property resources including general property information, property taxes, collected fund allocations, and instructions for exemptions, deferrals, and appeals. More specifically, the website contains information regarding tax incentives for multifamily housing, foreclosure resources, and parcel permit history.
- **WA State Office of Financial Management (OFM).** OFM is a state government entity that provides estimates of local population, monitors changes in the state of the economy and labor force, and conducts research on a variety of issues affecting the state budget and public policy. The OFM Forecasting and Research service provides in-house analytical research and databases, such as the Postcensal Estimates of Housing, for communities in Washington State.
- **United States Census Bureau.** Also known as the Bureau of the Census, is a U.S. Federal Statistical System principal agency responsible for producing data about the economy and people of America. The agency produces the American Community Survey, 5-year estimates, which provides detailed population and housing information for communities.



| <b>Goals</b><br><b>A.</b> Provide the foundation for a growing urban community.<br><b>B.</b> Promote a wider variety of housing opportunities for homeowners and renters.<br><b>C.</b> Promote opportunities for affordable housing for everyone, now and into the future. |                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| ACTION                                                                                                                                                                                                                                                                     | INDICATOR                                                                  | PURPOSE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | SOURCES                                                                                                        |
| <b>A.1.1 Strategic Infrastructure Improvements</b>                                                                                                                                                                                                                         | Improved levels of service                                                 | The levels of service that the community experiences because of any new infrastructure investment will show the impact of these investments on the community experience of public infrastructure.                                                                                                                                                                                                                                                                                                                                       | Future city-sponsored studies or plans<br><br>City of Stanwood Comprehensive Plan – Capital Facilities Element |
| <b>A.1.2 Expanding and Strengthening Local Partnerships</b>                                                                                                                                                                                                                | Becoming a partner of an existing or new organization/coalition/task force | The number of affordable housing units developed in the community because of any new partnerships will show the impact of these partnerships.                                                                                                                                                                                                                                                                                                                                                                                           | Internal city tracking                                                                                         |
|                                                                                                                                                                                                                                                                            | Number of grant awards                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | WA State Office of Financial Management                                                                        |
|                                                                                                                                                                                                                                                                            | New policy or regulation considerations from technical assistance          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Postcensal Estimates of Housing                                                                                |
| <b>A.1.3 Interjurisdictional Cooperation</b>                                                                                                                                                                                                                               | Number of affordable units developed                                       | The levels of service that the community experiences because of any new partnerships will show the impact of these partnerships on the community experience of public infrastructure                                                                                                                                                                                                                                                                                                                                                    | Internal city tracking                                                                                         |
|                                                                                                                                                                                                                                                                            | Becoming a partner of an existing or new organization/coalition/task force |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | WA State Office of Financial Management                                                                        |
|                                                                                                                                                                                                                                                                            | Number of grant awards                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Postcensal Estimates of Housing                                                                                |
| <b>A.1.4 Community Development Block Grants</b>                                                                                                                                                                                                                            | New policy or regulation considerations from technical assistance          | It is essential to understand how the city and grant funding programs are being used to support creation of a new subarea plan, master plan overlay, or other economic based plans. To use these funds most effectively, tracking their expenditure and use allows constructive adjustments to grant lobbying and use programs in the future.<br><br>By understanding the number of transactions that are used, the city can see not only the bulk success of the program, but also what areas of the city are impacted by the program. | Internal city tracking                                                                                         |
|                                                                                                                                                                                                                                                                            | Number of affordable units developed                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | WA State Office of Financial Management                                                                        |
|                                                                                                                                                                                                                                                                            | Monitor use of city and grant funds to support economic development.       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Postcensal Estimates of Housing                                                                                |

| <b>Goals</b><br><b>A.</b> Provide the foundation for a growing urban community.<br><b>B.</b> Promote a wider variety of housing opportunities for homeowners and renters.<br><b>C.</b> Promote opportunities for affordable housing for everyone, now and into the future. |                                                                                                            |                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                |
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| ACTION                                                                                                                                                                                                                                                                     | INDICATOR                                                                                                  | PURPOSE                                                                                                                                                                                                                              | SOURCES                                                                                                                                                                                                                        |
| <b>A.2.1 Form-based code for the downtown core and the uptown area</b>                                                                                                                                                                                                     | Housing development completed, total and by housing type.                                                  | Understanding whether the city is maintaining the creation of diverse housing types over time to meet community needs will require monitoring the rate at which new housing units of different types are produced.                   | Internal City construction permit tracking<br><br>Snohomish County Assessor's Office                                                                                                                                           |
|                                                                                                                                                                                                                                                                            | Monitoring total housing capacity, total units permitted compared to remaining capacity of zoning density. | By tracking the total housing capacity, the city can see if form based zoning has resulted in more housing units per acre.                                                                                                           | WA State Office of Financial Management<br><br>Postcensal Estimates of Housing                                                                                                                                                 |
| <b>A.2.2 Upzoning near commercial nodes and corridors</b>                                                                                                                                                                                                                  | Housing development completed, total and by housing type.                                                  | Understanding whether the city is maintaining the creation of diverse housing types over time to meet community needs will require monitoring the rate at which new housing units of different types are produced.                   | Internal City construction permit tracking.<br><br>Snohomish County Assessor's Office.                                                                                                                                         |
|                                                                                                                                                                                                                                                                            | Monitoring total housing capacity.                                                                         | By tracking the total housing capacity, the city can see if upzoning has resulted in more housing units or has continued to develop single-family residential units.                                                                 | WA State Office of Financial Management.<br><br>Postcensal Estimates of Housing.                                                                                                                                               |
| <b>A.2.3 Subarea Plan in Uptown</b>                                                                                                                                                                                                                                        | Comparison of housing development within and outside of the subarea plan.                                  | The subarea plan aims to increase higher-density housing and more economic and infrastructure development to a specific area. By assessing desired housing outcomes from this subarea plan, the success of the plan can be measured. | Internal city permit tracking<br><br>City of Stanwood Comprehensive Plan.<br><br>Feasibility research on a subarea plan. Consider economic development plan to coordinate along with subarea.<br><br>Adoption of subarea plan. |
| <b>B.1.1 Eliminate maximum densities in traditional neighborhood zones in conjunction with form-based code</b>                                                                                                                                                             | Housing development completed, total and by housing type.                                                  | Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.                             | Internal City construction permit tracking.<br><br>Snohomish County Assessor's Office.                                                                                                                                         |
|                                                                                                                                                                                                                                                                            | Track average lot size with improved structures.                                                           | An increase or decrease in units per acre associated with housing units indicates that developers are taking advantage of the density limit flexibility codified programs.                                                           | WA State Office of Financial Management<br><br>Postcensal Estimates of Housing.                                                                                                                                                |

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| ACTION                                                                                                                                                                                                                                                                     | INDICATOR                                                                                                                                                              | PURPOSE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | SOURCES                                                                                                                                                                                                                   |
| <b>B.1.2 Multi-family tax exemption</b>                                                                                                                                                                                                                                    | Housing development completed, total and by housing type.<br><br>Monitor tenancy and rental rate per unit type.                                                        | Understanding whether the city is maintaining the creation of diverse housing types over time to meet community needs will require monitoring the rate at which new housing units of different types are produced.<br><br>State law requires cities with multifamily tax exemptions to report specific data outcomes. This information may be useful for the city to understand the dynamic state of affordable housing in the city. Data may be more efficiently collected through a third-party nonprofit. | Internal City construction permit tracking.<br><br>Snohomish County Assessor's Office.<br><br>WA State Office of Financial Management Postcensal Estimates of Housing.<br><br>City tracking of affordable housing.        |
| <b>B.1.3 Incentive Zoning</b>                                                                                                                                                                                                                                              | Housing development completed, total and by housing type<br><br>Monitor the number of units build for affordable housing due to provided incentives.                   | Understanding whether the city is creating diverse and affordable housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.<br><br>Tracking the number and successful application of programs that address affordable housing can help determine where the city's efforts should be placed.                                                                                                                                         | Internal city construction permit tracking<br><br>Snohomish County Assessor's Office<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing<br><br>Snohomish County Buildable Lands Report |
| <b>B.2.1 Incentivize and encourage infill development</b>                                                                                                                                                                                                                  | Housing development completed, total and by housing type<br><br>Monitoring underutilized buildable lands                                                               | Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.<br><br>After determining the total buildable capacity, the city can find how much buildable capacity remains. Infill development seeks to close this gap.                                                                                                                                           | Internal city construction permit tracking<br><br>Snohomish County Assessor's Office<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing<br><br>Snohomish County Buildable Lands Report |
| <b>B.2.2 Incentivize for more forms of Missing Middle Housing</b>                                                                                                                                                                                                          | Housing development completed, total and by housing type.<br><br>Track the number of successful applications of programs created to help build missing middle housing. | Understanding whether the city is creating of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.<br><br>Tracking the number and successful application of programs that address missing middle housing can help determine where the city's efforts should be placed in incorporating missing middle housing.                                                                                                         | Internal city construction permit tracking.<br><br>Snohomish County Assessor's Office.<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing.                                             |

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| ACTION                                                                                                                                                                                                                                                                     | INDICATOR                                                                                                                                                                                      | PURPOSE                                                                                                                                                                                                                                                                                                                                                                                                                     | SOURCES                                                                                                                                                                       |
| <b>B.2.3 Support the redevelopment of single-family residential to missing middle housing</b>                                                                                                                                                                              | Housing development completed, total and by housing type.<br><br>Track the number of successful applications for building permits in remodeling single-family homes to missing middle housing. | Understanding whether the city is creating of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.<br><br>Tracking the number and successful application for the remodel of single-family homes to missing middle housing can help determine where the city's efforts should be placed in incorporating better development standards. | Internal city construction permit tracking.<br><br>Snohomish County Assessor's Office.<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing. |
| <b>B.3.1 Reduce minimum lot size and encourage small lot development</b>                                                                                                                                                                                                   | Housing development completed, total and by housing type.<br><br>Track average lot size with improved structures.                                                                              | Understanding whether the city is maintaining the creation of diverse housing types over time to meet community needs will require monitoring the rate at which new housing units of different types are produced.<br><br>A decreasing average lot size associated with housing units indicates that developers are taking advantage of the reduced minimum lot size.                                                       | Internal City construction permit tracking.<br><br>Snohomish County Assessor's Office.<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing. |
| <b>B.3.2 Lot size averaging</b>                                                                                                                                                                                                                                            | Housing development completed, total and by housing type.<br><br>Track average lot size with improved structures on approved plats.                                                            | Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.<br><br>Averaged lot sizes associated with housing units indicates that developers are taking advantage of the reduced minimum lot size.                                                                            | Internal city permit tracking.<br><br>Snohomish County Assessor's Office.                                                                                                     |
| <b>B.3.3 Establishing minimum densities required in single-family residential areas.</b>                                                                                                                                                                                   | Housing development completed, total and by housing type.<br><br>Track the number of building permits issued for single-family residences in zones where minimum densities are established.    | Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.<br><br>An increase in units per acre indicates that developers are taking advantage of the density modification.                                                                                                   | Internal City construction permit tracking.<br><br>Snohomish County Assessor's Office.<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing. |

| <b>Goals</b><br><b>A.</b> Provide the foundation for a growing urban community.<br><b>B.</b> Promote a wider variety of housing opportunities for homeowners and renters.<br><b>C.</b> Promote opportunities for affordable housing for everyone, now and into the future. |                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                        |
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| ACTION                                                                                                                                                                                                                                                                     | INDICATOR                                                                                                                                                           | PURPOSE                                                                                                                                                                                                                                                                                                                                                                                                                                        | SOURCES                                                                                                                                                                                                                                |
| <b>B.3.4 Flexible lot development in single-family residential zones</b>                                                                                                                                                                                                   | Housing development completed, total and by housing type                                                                                                            | Understanding the number of Single Family detached units built in the city can help show the trend of development. This is valuable when compared to different residential types as well.                                                                                                                                                                                                                                                      | Internal City tracking                                                                                                                                                                                                                 |
| <b>C.1.1 Prioritize efforts to age in place</b>                                                                                                                                                                                                                            | Create and monitor senior specific coordination partnerships.<br><br>Track partnership coordination meeting minutes.                                                | Monitoring senior specific coordination allows the City to have better information on the senior assistance programs that exists in its jurisdiction and the region as a whole. The city can then create more targeted assistance programs and track the success of nonprofit partnerships.                                                                                                                                                    | Internal city meeting tracking.<br><br>City of Stanwood Website.                                                                                                                                                                       |
| <b>C.1.2 Alternative homeowner models</b>                                                                                                                                                                                                                                  | Housing cost burden by household type and income category.<br><br>Track the number of permits approved for projects under the alternative homeowner models program. | Identify potential housing supply for low- and moderate-income households.<br><br>Identify model averages between renters and homeowners.<br><br>Understand cost burdens vulnerable households face when accessing housing type and availability.<br><br>Tracking the number of alternative homeowner projects can measure the developer interest in models and what improvements can be done to encourage additional alternative home models. | Internal city tracking.<br><br>US Department of Housing and Urban Development Comprehensive Housing Affordability Strategy (CHAS) data, 5-year estimates.<br><br>US Census Bureau, Public Use Microdata Sample data, 5-year estimates. |
| <b>C.1.3 Strategic marketing of housing assistance</b>                                                                                                                                                                                                                     | Inventory of marketing materials available on the city's website platform, publicly available framework showing expected outcomes for projects.                     | Ensuring the availability of resources to the public helps residents stay housed. Monitoring resource and outreach material ensures information is up-to-date and the community can remain connected to their needed housing resources.                                                                                                                                                                                                        | City of Stanwood resource webpage.<br><br>Internal city permit tracking.                                                                                                                                                               |
| <b>C.2.1 Sales and Use Tax for Affordable Housing</b>                                                                                                                                                                                                                      | Funding raised from the Sales and Use Tax for Affordable Housing<br><br>Track where funds have been allocated in the support of affordable housing.                 | Understanding how much funding and what kind of affordable housing programs need funding can help the city and community partners determine how to best raise and allocate funding.                                                                                                                                                                                                                                                            | Internal city tracking<br><br>Community Resource Center                                                                                                                                                                                |

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| ACTION                                                                                                                                                                                                                                                                     | INDICATOR                                                                                                                                                                     | PURPOSE                                                                                                                                                                                                                                                                                                                                                                                                  | SOURCES                                                                                                                                                                                                            |
| <b>C.2.2 Prescriptive development standards and streamlined permit review for affordable housing</b>                                                                                                                                                                       | Housing development completed, total and by housing type.<br><br>Track permit materials with pre-approved site plans.                                                         | Understanding whether the city is maintaining the creation of diverse housing types over time to meet community needs will require monitoring the rate at which new housing units of different types are produced.<br><br>By tracking permit materials, the city can see if pre-approved plans or site plans resulted in more housing units or has continued to develop single-family residential units. | Internal city permit tracking.<br><br>Snohomish County Assessor's Office<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing                                                     |
| <b>C.2.3 Alternative development standards for affordable housing</b>                                                                                                                                                                                                      | Housing development completed, total and by housing type<br><br>Track the number of pre-application meetings related to Affordable Housing development                        | Understanding whether the city is maintaining the creation of diverse housing types over time to meet needs will require monitoring the rate at which new housing units of different types are produced.<br><br>Trends in pre-application meetings related to the affordable housing development standards showcase developer interest in the program.                                                   | Internal City construction permit tracking[<br><br>Snohomish County Assessor's Office<br><br>WA State Office of Financial Management<br><br>Postcensal Estimates of Housing<br><br>Internal city meeting tracking. |
| <b>C.2.4 Permit fee waivers or reductions for affordable housing</b>                                                                                                                                                                                                       | Housing development completed, total and by housing type.<br><br>Track the number of successful affordable housing applications where fee waivers or reductions were granted. | Understand cost burdens developers face when proposing to build different affordable housing types and models.<br><br>The change in number of city affordable housing development applications with reduced fees applied provides a metric of success for city encouragement of the reduction program.                                                                                                   | Internal city construction permit tracking.<br><br>Snohomish County Assessor's Office.<br><br>WA State Office of Financial Management Postcensal Estimates of Housing.                                             |
| <b>C.2.5 Outreach and Public Education</b>                                                                                                                                                                                                                                 | Track public educational outreach campaigns<br><br>Monitor community attitudes at public meetings                                                                             | Understand if public educational outreach campaigns are helping in the promotion and development of affordable housing, more forms of missing middle housing, or transitional and emergency housing.                                                                                                                                                                                                     | Internal city tracking                                                                                                                                                                                             |



## MAINTAINING

### Measurable Indicators of Success

To achieve implementation success, small cities must follow similar steps and incorporate many of the same elements as programs in larger, urban, and affluent cities. Small cities that were successful in their action plans typically demonstrate the following characteristics:

- Political Commitment
- City Specific Implementation
- Simple and Sustainable Administration
- Monitoring Program

### Political Commitment

Political champions are essential in any community and even more influential and vital in smaller cities. Leadership from the elected officials is necessary to rally census and lead a vision where many long-held beliefs may not support change.

### City Specific Implementation

Small cities must carefully evaluate their housing needs and adopt programs calibrated to local conditions to encourage the construction of below market-rate housing. For example, it may make sense to start with a relatively modest affordability percentage or offer property owners options rather than a rigid “take-it-or-leave-it” approach, which involves a menu

of incentives to help offset the costs of producing below-market-rate units. Such flexibility may include site design concessions and reduced or waived fees. Strategic actions must be thoughtfully considered and evaluated by the city to determine which actions, and at what thresholds, will best serve the needs of Stanwood.

#### Simple and Sustainable Administration

Small cities experience difficulty administering HAPs due to limited resources and staff and often depend on volunteers from the community. To achieve political support and simplify administration, some jurisdictions have adopted streamlined programs that provide limited or no alternatives to onsite development by market-rate developers. This eliminates the possibility that the jurisdiction

will be burdened with fees or land that will require cities to act as de facto developers. However, this must be carefully weighed against the benefits of a more flexible menu of incentives and alternatives. Outsourcing the most complex and cumbersome components of implementation to contractors, nonprofit organizations, or consultants are some alternatives to relieve administrative staff and increase program effectiveness.

#### Monitoring Program

Many of the actions within the strategic objectives are meant to be ongoing or are actions that Stanwood should consider in the long term. While these long-term actions are intended to be fully implemented in 6-10 years, the city can begin monitoring the indicators listed for each action immediately.

Consistent monitoring will allow Stanwood to establish a baseline measurement from which to judge progress and results achieved by long-term actions.

While tracking the completion of implementation steps, Stanwood can also monitor and evaluate outcomes of the HAP through performance indicators. These indicators may be measured at regular intervals, perhaps annually, to determine whether the desired results of the HAP are being achieved.

Progress towards implementation should be reported every four years. Factors that have led to success, obstacles, and challenges experienced, and recommendations for revisions and additions to the *Housing Action Plan* should be included in this report. Stanwood should produce the first HAP implementation and monitoring report in 2027, which aligns with the mid-period Comprehensive Plan implementation evaluation.





APPENDICES

APPENDIX A

Glossary of Terms

Affordable housing

Housing is typically considered to be affordable if total housing costs (rent, mortgage payments, utilities, etc.) do not exceed 30 percent of a household’s gross income. A healthy housing market includes a variety of housing types that are affordable to a range of different household income levels. However, the term “affordable housing” is often used to describe income restricted housing available only to qualifying low-income households. Income-restricted housing can be located in public, nonprofit, or for-profit housing developments. It can also include households using vouchers to help pay for market-rate housing (see “Vouchers” below for more details).

American Community Survey (ACS)

This is an ongoing nationwide survey conducted by the U.S. Census Bureau. It designed to provide communities with current data about how they are changing. The ACS collects information such a age, race, income, commute time to work, home value, veteran status, and other important data from U.S. households.

AMI

Area Median Income. The benchmark of median income is that of the Seattle-Bellevue, WA HUD Metro Fair Market Rent Area median family income, also sometimes referred to as the HAMFI. The 2018 AMI, which was \$103,400, is used in this report. This measure is used by HUD in administering its federal housing programs in Snohomish County.

Cost-burdened household

A household that spends more than 30 percent of their gross income on housing costs.

Fair Market Rent

HUD determines what a reasonable rent level should be for a geographic area and sets this as the area’s fair market rent. Section 8 (Housing Choice Voucher program) voucher holders are limited to selecting units that do not rent for more than fair market rent.

Family

This census term refers to a household where two or more people are related by birth, marriage, or adoption.

**Housing Choice Vouchers**

Also referred to as Section 8 Vouchers. A form of federal housing assistance that pays the difference between the Fair Market Rent and 30 percent of the tenant's income. HUD funds are administered by Public Housing Agencies (PHA).

**Household**

A household is a group of people living within the same housing unit. The people can be related, such as family. A person living alone in a housing unit, or a group of unrelated people sharing a housing unit, is also counted as a household. Group quarters population, such as those living in a college dormitory, military barrack, or nursing home, are not considered to be living in households. The census sometimes refers to "occupied housing units" and considers all persons living in an occupied housing unit to be a single household. So, Census estimates of occupied housing units and households should be equivalent.

**Household income**

The census defines household income as the sum of the income of all people 15 years and older living together in a household.

**Income-restricted housing**

This term refers to housing units that are only available to households with incomes at or below a set income limit and are offered for rent or sale at a below-market rates. Some income-restricted rental housing is owned by a city or housing authority, while others may be privately owned. In the latter case the owners typically receive a subsidy in the form of a tax credit or property tax exemption. As a condition of their subsidy, these owners must offer a set percentage of all units as income-restricted and affordable to household at a designated income level.

**Market Rate Housing**

Housing stock that exists or is proposed based on an area's market values, demand, and American Median Income (AMI). Location, amenities, size, building conditions help determine how much monthly incomes are contributed to housing costs.

**Median income**

The median income for a community is the annual income at which half the households earn less and half earn more.

**Missing Middle Housing**

Housing types that range between a single-family home and mid-rise apartment building. These housing types can include, but are not limited to, townhomes, duplexes, triplexes, fourplexes, courtyard clusters, or cottage homes and can be more compatible in scale to the single-family or transitional neighborhood.

**Low-income**

Families that are designated as low-income may qualify for income-subsidized housing units. HUD categorizes families as low-income, very low-income, or extremely low-income relative to area median family incomes (MFI), with consideration for family size.

**Severely cost-burdened household**

A household that spends more than 50 percent of their gross income on housing costs.

**Subsidized housing**

Public housing, rental assistance vouchers like Section 8, and developments that use Low-Income Housing Tax Credits are examples of subsidized housing. Subsidized housing lowers overall housing costs for people who live in it. Affordable housing and subsidized housing are different, even though they are sometimes used interchangeably.

**Tenure**

References the ownership of a housing unit in relation to the household occupying the unit. According to the US Census Bureau, a housing unit is "owned" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owned" only if the owner or co-owner lives in it. All other occupied units are classified as "rented," including units rented for cash rent and those occupied without payment of cash rent.

**Transportation**

In context of the Location Affordability Index, this term refers to costs associated with auto ownership, auto use, and transit use.

**Vouchers (Tenant-based and Project-based)**

HUD provides housing vouchers to qualifying low-income households. These are typically distributed by local housing authorities. Vouchers can be "tenant-based", meaning the household can use the vouchers to help pay for market-rate housing in the location of their choice. They pay the difference between the fair market rent and 30 percent of the tenant's income. Or the vouchers can be "project-based", meaning they are assigned to a specific building.

## APPENDIX B: HOUSING NEEDS ASSESSMENT

# HOUSING NEEDS ASSESSMENT

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## CITY OF STANWOOD

MAY 2022

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# Glossary

**Affordable housing:** The United States Department of Housing and Urban Development (HUD) considers housing to be affordable if the household is spending no more than 30 percent of its income on housing costs (rent, mortgage payments, utilities, etc.). A healthy housing market includes a variety of housing types that are affordable to a range of different household income levels. However, the term “affordable housing” is often used to describe income restricted housing available only to qualifying low-income households. Income-restricted housing can be located in public, nonprofit, or for-profit housing developments. It can also include households using vouchers to help pay for market-rate housing (see “Vouchers” below for more details).

**American Community Survey (ACS):** This is an ongoing nationwide survey conducted by the U.S. Census Bureau. It is designed to provide communities with current data about how they are changing. The ACS collects information such as age, race, income, commute time to work, home value, veteran status, and other important data from U.S. households.

**Area median income (AMI):** This is a term that commonly refers to the area-wide median family income calculation provided by the federal Department of Housing and Urban Development (HUD) for a county or metropolitan region. Income limits to qualify for affordable housing are often set relative to AMI. In this report, unless otherwise indicated, AMI refers to the HUD Area Median Family Income (HAMFI).

**Cost-burden:** When a household that spends more than 30 percent of their gross income on housing costs, including utilities, they are cost-burdened. When a household pays more than 50 percent of their gross income on housing, including utilities, they are severely cost-burdened. Cost-burdened households have less money available for other essentials, like food, clothing, transportation, and medical care.

**Fair market rent (FMR):** HUD determines what a reasonable rent level should be for a geographic area and sets this as the area’s fair market rent. Housing choice voucher program voucher holders are limited to selecting units that do not rent for more than fair market rent.

**Family:** This census term refers to a household where two or more people are related by birth, marriage, or adoption.

**Household:** A household is a group of people living within the same housing unit. The people can be related, such as family. A person living alone in a housing unit, or a group of unrelated people sharing a housing unit, is also counted as a household. Group quarters population, such as those living in a college dormitory, military barrack, or nursing home, are not considered to be living in households. The census sometimes refers to “occupied housing units” and considers all persons living in an occupied housing unit to be a single household. So, Census estimates of occupied housing units and households should be equivalent.

**Household income:** The census defines household income as the sum of the income of all people 15 years and older living together in a household.

**Householder:** This refers to the person (or one of the people) in whose name the housing unit is owned or rented.

**Income-restricted housing:** This term refers to housing units that are only available to households with incomes at or below a set income limit and are offered for rent or sale at a below-market rates. Some income-restricted rental housing is owned by a city or housing authority, while others may be privately owned. In the latter case the owners typically receive a subsidy in the form of a tax credit or property tax exemption. As a condition of their subsidy, these owners must offer a set percentage of all units as income-restricted and affordable to household at a designated income level.

# Glossary

**Low-income:** Families that are designated as low-income may qualify for income-subsidized housing units. HUD categorizes families as low-income, very low-income, or extremely low-income relative to area median family incomes (MFI), with consideration for family size.

| INCOME CATEGORY      | HOUSEHOLD INCOME     |
|----------------------|----------------------|
| Extremely low-income | 30% of HAMFI or less |
| Very low-income      | 30-50% of HAMFI      |
| Low-income           | 50-80% of HAMFI      |
| Moderate income      | 80-100% of HAMFI     |
| Above median income  | >100% of HAMFI       |

**Median family income (MFI):** The median income of all family households in the metropolitan region or county. Analyses of housing affordability typically group all households by income level relative to area median family income. Median income of non-family households is typically lower than for family households. In this report, both MFI and AMI refer to the U.S. Department of Housing and Urban Development Area Median Family Income (HAMFI).

**Subsidized housing:** Public housing, rental assistance vouchers, and developments that use Low-income Housing Tax Credits (LIHTC) are examples of subsidized housing. Subsidized housing lowers overall housing costs for people who live in it. Affordable housing and subsidized housing are different, even though they are sometimes used interchangeably.

**Tenure:** Tenure references the ownership of a housing unit in relation to the household occupying the unit. According to the US Census Bureau, a housing unit is “owned” if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is “owned” only if the owner or co-owner lives in it. All other occupied units are classified as “rented,” including units rented for cash rent and those occupied without payment of cash rent.

**Transportation:** In context of the Location Affordability Index, this term refers to costs associated with auto ownership, auto use, and transit use.

**Vouchers (Tenant-based and Project-based):** HUD provides housing vouchers to qualifying low-income households. These are typically distributed by local housing authorities. Vouchers can be “tenant-based”, meaning the household can use the vouchers to help pay for market-rate housing in the location of their choice. They pay the difference between the fair market rent and 30 percent of the tenant’s income. Or the vouchers can be “project-based”, meaning they are assigned to a specific building.

## Part 1: Introduction

### 1.1 BACKGROUND

In the fall of 2021, the City of Stanwood applied for grant funding allocated by the Washington State Department of Commerce and funded through E2SHB 1923. The grant funding is being used for the development of a Housing Action Plan (HAP) that will allow the City to recognize the housing needs of its current and future populations, as well as outline goals, policies, and strategies to meet those needs.

The City of Stanwood does not build or manage housing. However, the City can affect how much and what types of housing are produced in Stanwood through comprehensive plan policies, development codes, incentives, programs, and capital projects. The HAP will identify strategies to ensure the City’s influence on housing production is in line with its overall housing goals.

The first step in the HAP development process is the creation of a housing needs assessment (HNA). Fundamentally, a HNA is a study to identify the current and future housing needs of all economic segments of the community. It attempts to answer the following types of questions:

- Who lives and works here and what are their socioeconomic characteristics?
- What types of housing are available?
- Are there any groups of people who are not able to find housing that is safe, affordable, and meets their household needs?
- How much housing, and what types of housing, are needed to meet current and future housing needs?
- Is there sufficient buildable land capacity to accommodate growth and diversity of housing choice?

The HNA is a baseline of data that explains the current conditions of housing in Stanwood and the greater region. The numbers and findings in this report are based on multiple data sources as explained in the methodology section. This report is a tool for decision-makers, residents, housing market professionals, and anyone else who may find it useful as a guide. The report highlights shortcomings or gaps regarding the current housing supply and demands of the residents now and in the future.

This document is divided into three main parts:

- **Community Overview:** This part details who lives in the city and the characteristics that shape their current and future needs related to housing.
- **Housing Conditions:** This part describes the current housing inventory of the city with a focus on characteristics such as size, location, cost, and tenure.
- **Gap Analysis:** This part evaluates the alignment between the two previous parts and how certain populations are not finding their needs met through the current housing market.

The data in this document will be combined and supplemented with information gathered through engagement with stakeholders and residents to form the HAP. The analysis conducted in this Housing Needs Assessment relies on available sociodemographic and housing data from multiple sources. This includes as much publicly available data as possible. Moreover, much of the data is not recent enough to reflect any trends that may have been caused by the COVID-19 pandemic, which likely intensified any housing affordability issues. 10.61

1.2 METHODOLOGY

The sources of data we used for this analysis include the following:

- **Puget Sound Regional Council (PSRC).** The PSRC provides overall regional housing targets through the VISION 2040 regional growth strategies, recently updated with the VISION 2050 plan, which informs the development of Countywide Planning Policies. Additionally, the PSRC coordinates housing and employment projections for the region.
- **Washington State Office of Financial Management (OFM).** The OFM is the state-level agency in charge of developing official population and housing counts for statutory and programmatic purposes, and compiles data from individual jurisdictions to further this goal. Publicly available counts for population and housing are available on their website. Additionally, small-area and more detailed custom data are also available to provide more detail on housing and population growth.
- **Snohomish County Buildable Lands Report.** Coordinated on a periodic basis, the County coordinates a review and evaluation of development and land supply to determine whether its cities are meeting growth and density targets and if cities have enough land to meet future growth needs. As part of this work, cities survey their available lands for development, and compare this to growth targets established through the Countywide Planning Policies. This report relies on both the estimates of land capacity, as well as the assessment of future growth targets.
- **US Census Longitudinal Employer-Household Dynamics Origin-Destination Employment Statistics (LODES).** The US Census compiles information about the home and work locations of employees and provides information through a web-based interface on the characteristics of jobs and workers, such as economic sector, general length of commute, and wages. Additionally, LODES can also be used to indicate where people in a given location or jurisdiction work, and where workers in a community live, which can provide an understanding of commuting patterns. This data is partly “synthetic”, meaning that it is based on estimates from the original data to preserve anonymity while being representative of major characteristics or trends. OnTheMap is the web-based mapping and report application that provides an easy-to-use interface for viewing the LODES data; it was used to pull the data shown in this report.
- **American Community Survey (ACS).** The American Community Survey is an ongoing survey program coordinated by the US Census Bureau to provide detailed information about the population. Developed as an alternative to the Decennial Census long form, the ACS relies on a sample of households to collect more detailed data on topics such as education, transportation, Internet access, employment, and housing. The results from the ACS are reported on a yearly basis for larger cities, and on a 5-year average basis for all communities. This report relies on this information for some demographics data, and the ACS is also used as part of the CHAS dataset (below). At the time of writing, the most recent dataset available was 2019-2015.
- **Comprehensive Housing Affordability Strategy (CHAS).** The US Department of Housing and Urban Development (HUD) relies on custom tabulations from the ACS to develop the more detailed CHAS dataset. This information is intended to demonstrate the extent of housing needs and issues across communities, with a focus on low-income households. This information, available at a city level, provides detailed information about characteristics of the local housing stock, including the affordability of both rental and owner-occupied housing. The CHAS dataset also provides some household information, which can be cross-tabulated with housing information to link household characteristics with needs. Note that the most recent dataset, released in September 2021, relies on the 2014–2018 ACS dataset.
- **National Housing Preservation Database (NHPD).** The NHPD is an address-level inventory of federally assisted rental housing in the US. The data comes from HUD and the US Department of Agriculture (USDA). NHPD was created in 2011 in an effort to provide communities with the information they need to effectively preserve their stock of public and affordable housing.
- **Zillow.** The online real estate listings company Zillow provides some data on the real estate market free of charge. These datasets include information on rents, home values, inventory, and sales at the city, metro, and zip code levels. To address gaps in data, some of this information relies on information from the ACS to weight key values.

To the greatest extent possible, the latest data sources are used for this report. As datapoints become available at varied times, there may be differences in some stated numbers. While this may seem inconsistent, it is best practice to use the most up to date and available sources, leading to these differences. For example, housing unit totals from 2019 (ACS) and 2021 (OFM) are both in this report.



Part 2: Community Overview

2.1 LOCAL HISTORY AND SETTING

Stanwood sits in Snohomish County about 50 miles north of Seattle. The city lies at the mouth of the Stillaguamish River along State Route 532. It is surrounded by rural and agricultural lands and is sited near Camano Island.

Stanwood was originally settled by Native Americans. The group of Native Americans local to the Stanwood areas is known the Coast Salish people of the Stillaguamish Tribe or as the Lushootseed peoples. These Native Americans had an encampment near the site of the Stanwood trading post as well as additional villages and settlements along the Stillaguamish River. Land treaties in the 1850s extinguished Native rights to the land and laid the foundation for development of residences, businesses, and infrastructure by white settlers.<sup>1</sup>

Stanwood was first founded as ‘Centerville’ in 1866, serving as a trading post for farmers and loggers. In 1877 the city adopted the name of Stanwood. Through growing business interests and investments in lumber, railroad, and two cities, Stanwood and East Stanwood, evolved in the area. Both communities grew side by side in the 1900s and joined to become one 1960. Following the merger of the two communities, an east-west road, State Route 532, was built through the city to provide direct access to Camano Island.<sup>2</sup> Stanwood continues to serve as a cultural and economic hub for the surrounding community including Camano Island.

1 Thrush, “The Lushootseed Peoples of Puget Sound Country.”

2 Prasse, “Stanwood – Thumbnail History,” 2008.

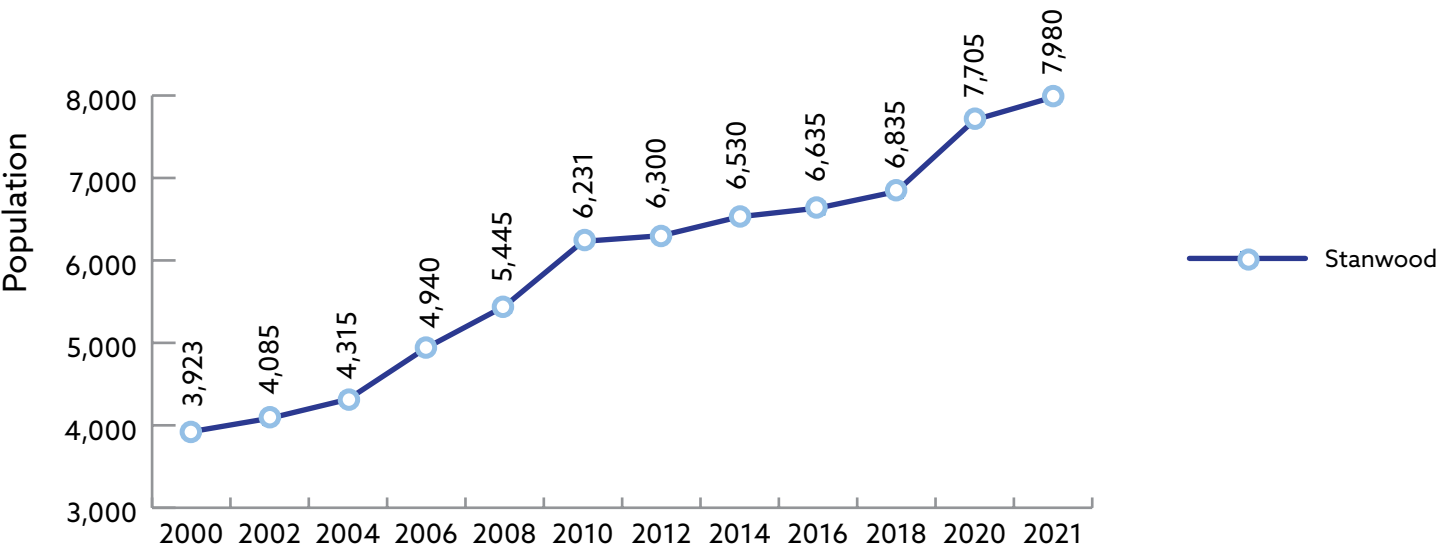


Photo 1: Stanwood, WA (Source: Google Earth)

2.2 POPULATIONS

According to the Office of Financial Management (OFM), Stanwood’s population of 7,020 in 2019 has risen to 7,980 in 2021. As shown in *Exhibit 1: Population Change (Stanwood)*, Stanwood’s population has nearly doubled over the last 20 years. As a community within the greater Seattle metropolitan area, Stanwood has grown alongside the regional economy. Available developable lands, a picturesque setting, and easy access to Interstate 5 further contribute to Stanwood’s population growth.

Exhibit 1: Population Change (Stanwood)



Source: OFM, 2021.



Per the 2019 American Community Survey (ACS), the median age in Stanwood is around 32 years which is lower than Snohomish County’s median of 38 years. Stanwood’s population trends younger with about 69% of the residents being under the age of 50. Comparatively, about 66% of Snohomish County residents are under the age of 50.

Notably, Stanwood’s youngest age group (under 18 years) is 7% larger than the Snohomish County average, 32% versus 25%. The smallest age group represented among Stanwood residents is the oldest age group (65 and over), only 13% of City residents fall into this category. This is the same percentage seen across Snohomish County.

Exhibit 2: Population by Age Range (Stanwood & Snohomish County)

| 2019        | Stanwood     |             | Snohomish County |               |
|-------------|--------------|-------------|------------------|---------------|
| Median Age  | 34.0         | 30.0        | 38.9             | 37.2          |
| 75 and over | 10%          | 6%          | 6%               | 4%            |
| 65 to 74    | 4%           | 5%          | 9%               | 8%            |
| 55 to 64    | 11%          | 9%          | 14%              | 13%           |
| 45 to 54    | 14%          | 11%         | 14%              | 14%           |
| 35 to 44    | 10%          | 9%          | 14%              | 14%           |
| 25 to 34    | 15%          | 18%         | 15%              | 15%           |
| 15 to 24    | 12%          | 10%         | 11%              | 12%           |
| 5 to 14     | 12%          | 22%         | 12%              | 13%           |
| Under 5     | 11%          | 8%          | 6%               | 7%            |
| Totals:     | Female 3,719 | Male 3,413  | Female 398,253   | Male 400,631  |
| 65 and over | 511 (14%)    | 386 (11%)   | 57,936 (15%)     | 46,709 (12%)  |
| 50 to 64    | 728 (20%)    | 563 (16%)   | 81,916 (21%)     | 81,627 (20%)  |
| 18 to 49    | 1,311 (35%)  | 1,284 (38%) | 162,209 (41%)    | 170,466 (43%) |
| Under 18    | 1,135 (31%)  | 1,150 (34%) | 96,153 (24%)     | 101,792 (25%) |

Source: 2015-2019 ACS 5-year estimates.



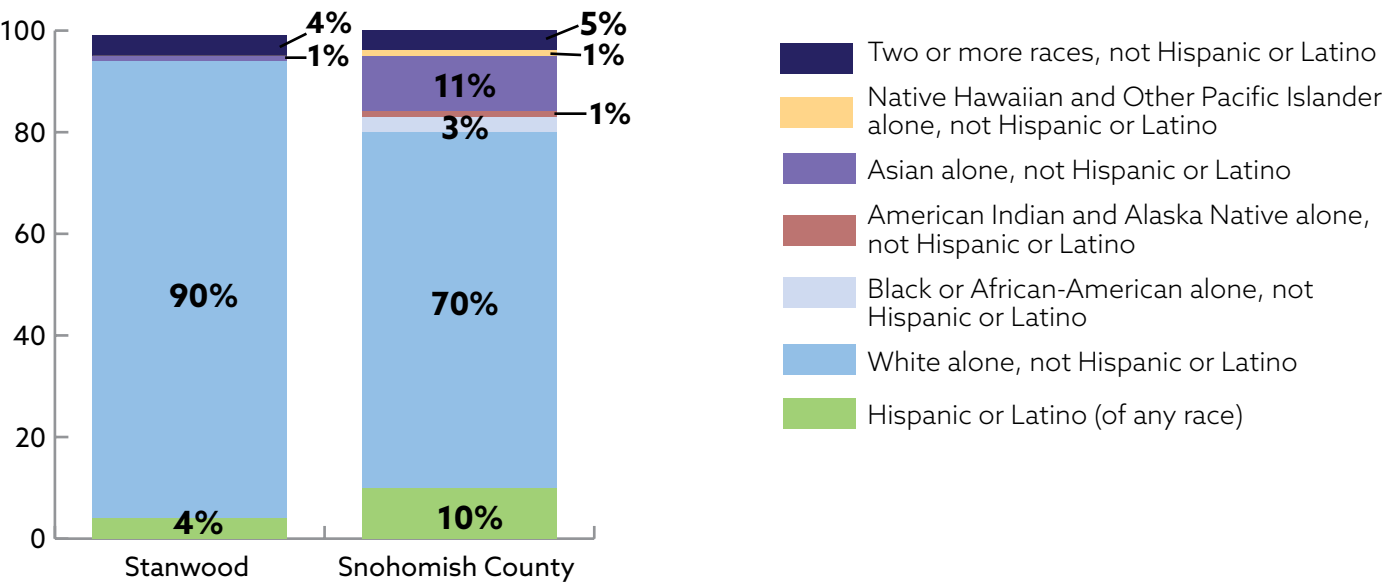
Ethnicity, Race, and Language Spoken at Home

Stanwood’s population is less racially and ethnically diverse than Snohomish County. About 90% of residents identify as white, not Hispanic or Latino, while 4% of Stanwood residents identify as Hispanic or Latino, of any race, and 1% identifies as Asian, not Hispanic or Latino. The remaining Stanwood population (5%) identifies as two or more races, not Hispanic or Latino. The county population is more diverse; the population is about 11% Asian, 10% Hispanic or Latino, and 70% white. The remaining 9% identify as the following races: two or more races (5%), Black or African-American (3%), Native Hawaiian and Other Pacific Islander (1%), and American Indian and Alaska Native (1%).

Most residents in Stanwood only speak English in their home (97%), which is a higher percentage than Snohomish County (79%). For households that speak languages other than English at home in Stanwood, 43% speak Other Indo-European languages followed by Spanish (30%) then Asian and Pacific Island languages (27%).

There are a small number of households (2%) with limited English proficiency. This means that these homes may require access to language assistance services. All of Stanwood’s households with limited English proficiency speak Spanish.

Exhibit 3: Race and Ethnicity of Population (Stanwood & Snohomish County)



Source: 2015-2019 ACS 5-year estimates.

2.3 HOUSEHOLDS

A household is a single person or a group of people, related or unrelated, who live in a single dwelling unit. Understanding the make-up of households across age, race, and sizes helps us to better understand how to provide housing options for the diverse range of household types.

Exhibit 4: Households by Housing Tenure (Stanwood & Snohomish County)

| TYPE            | STANWOOD |            | SNOHOMISH COUNTY |            |
|-----------------|----------|------------|------------------|------------|
|                 | COUNT    | PERCENTAGE | COUNT            | PERCENTAGE |
| Owner-occupied  | 1,790    | 70%        | 197,136          | 67%        |
| Renter-occupied | 752      | 30%        | 96,687           | 33%        |
| Total           | 2,542    |            | 293,823          |            |

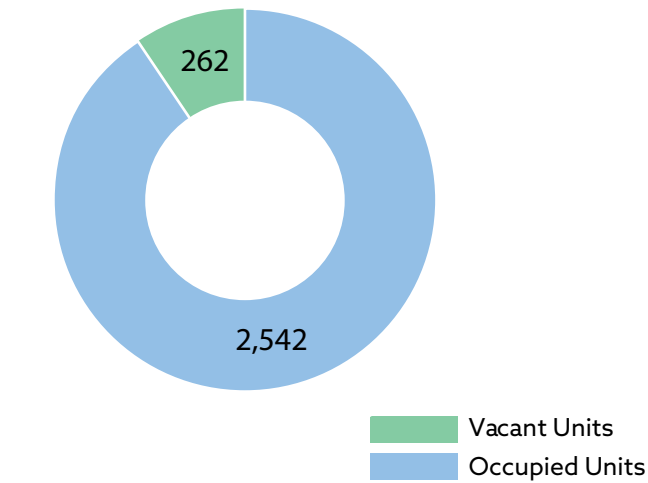
Household Tenure and Size

As shown in *Exhibit 5: Occupied Housing Units (Stanwood)*, 91% of 2,804 housing units were occupied in 2019. This indicates a 9% vacancy rate for all housing units. An occupied housing unit and household have the same meaning in the census. In Stanwood, 70% of households are owner households, compared to 67% in Snohomish County. This means 30% of households are renter households.

As of 2019, the average household size in Stanwood is 2.72 persons. This is slightly higher than the County average of 2.68. The average household size in Stanwood has increased slightly over the last 20 years, from 2.65 to 2.72. Owner-occupied households typically have a higher household size when compared to renters. This trend holds true in Stanwood; as of 2019 owner-occupied households had an average of 2.98 persons and renter-occupied households had an average of 2.12 persons. Stanwood has a significant number of larger households, with 30% having 4 or more members. These larger households are primarily owner households, as 71% of renter households have only one or two people.<sup>3</sup> *Exhibit 6: Household Size by Tenure (Stanwood)* shows that larger households are typically owner-occupied.

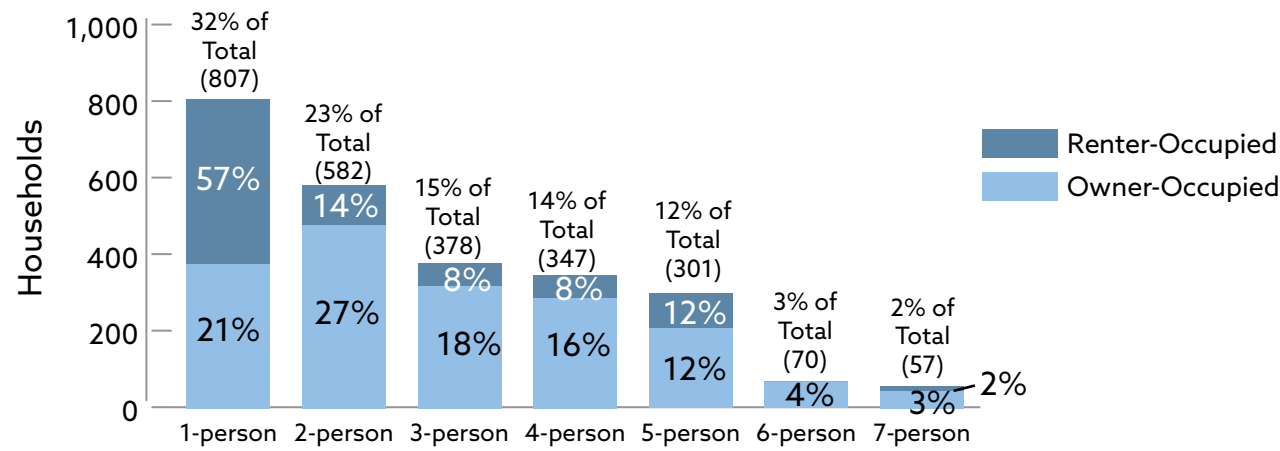
3 2015-2019 ACS 5-Year Estimates.

Exhibit 5: Occupied Housing Units (Stanwood)



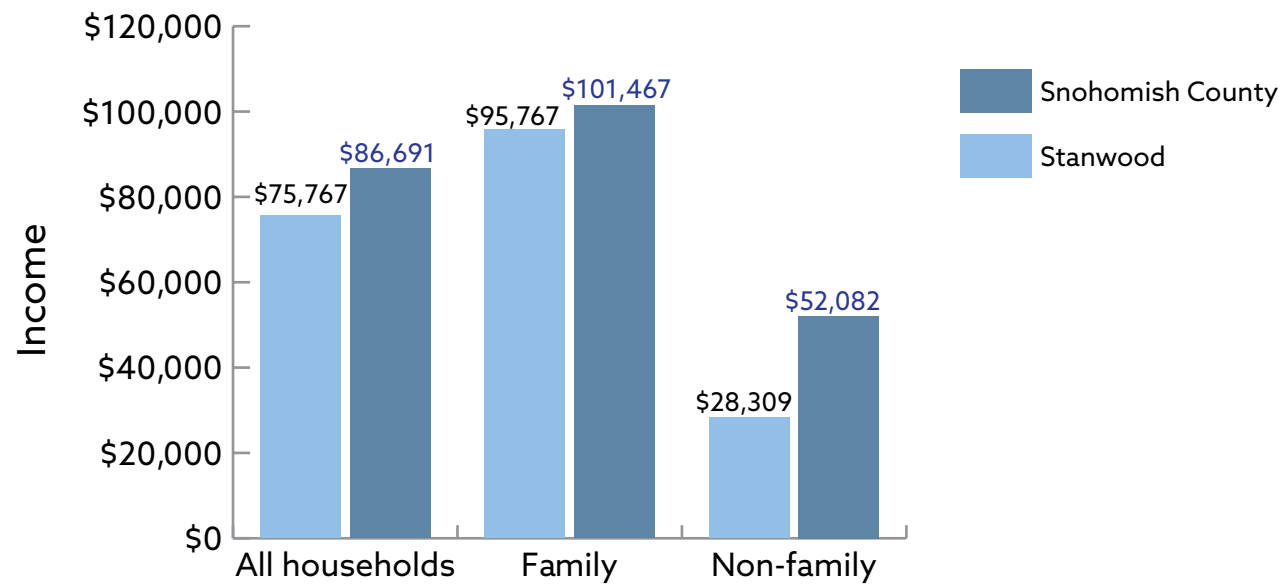
Source: 2015-2019 ACS 5-year estimates.

Exhibit 6: Household Size by Tenure (Stanwood)



Source: 2015-2019 ACS 5-year estimates.

Exhibit 7: Median Income by Household Type (Stanwood & Snohomish County)



Source: 2015-2019 ACS 5-year estimates.



Household Income

The 2019 ACS shows that Stanwood’s median income of \$75,767 is lower when compared to the County median of \$86,691. Further dissemination shows significant differences between family and nonfamily household earnings. The Stanwood median family<sup>4</sup> household income is \$95,767, which is \$6,000 below the County median of \$101,467. The median income for nonfamily households (\$28,309) in Stanwood is much lower compared to the County median of \$52,082.

Another way to evaluate household income is to analyze the income distribution and its relationship to housing affordability through Area Median Family Income (AMI). The U.S. Department of Housing and Urban Development (HUD) defines AMI by the following income groups:

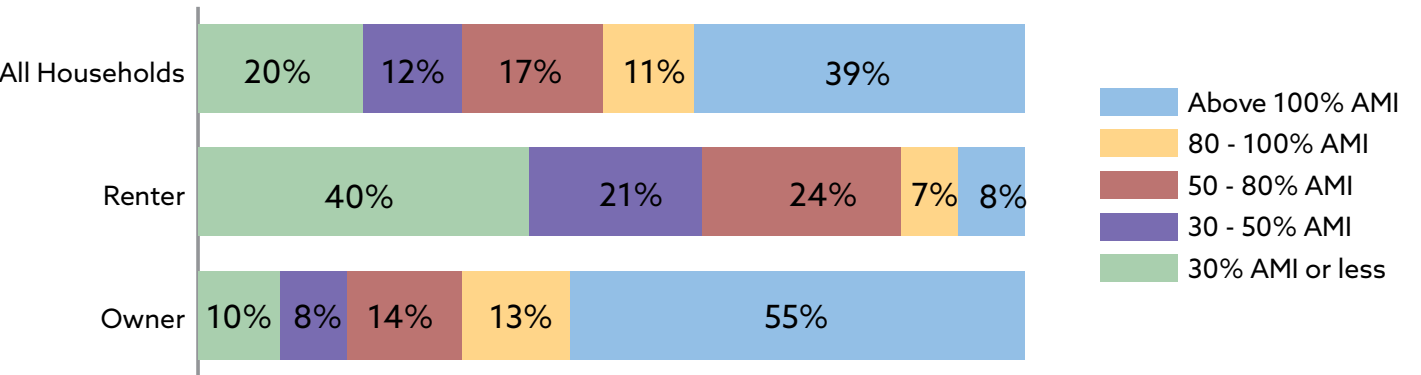
- Extremely Low-Income: <30% AMI
- Very Low-Income: 30-50 % AMI
- Low-Income: 50-80% AMI
- Moderate Income: 80-100 % AMI
- Above Median Income: > 100% AMI

Exhibit 8: Percentage of Households by Income Level and Tenure (Stanwood) shows the distribution of household incomes for all Stanwood households and then for renters and owners. Forty-nine percent (49%) of Stanwood households are considered low-income, earning 80% AMI or less. Over half of owner households (55%) and 8% of renter households generate an income greater than the AMI. Owner households have a nearly even distribution of the remaining AMI ranges with approximately 10-14% in all other income categories.

Renters do not have an even AMI distribution of the other income categories. The largest renter group (40%) earns less than 30% of the AMI. Twenty-one percent (21%) earn between 30% and 50% AMI. Twenty-four percent (24%) earn between 50% and 80% of the AMI. Seven percent (7%) of renters earn 80 to 100% AMI.

<sup>4</sup> In the census, a “family” is a household where two or more people are related by birth, marriage, or adoption. Therefore, family incomes are typically higher than non-family and total household incomes due to the higher earnings from potential multi-income households.

Exhibit 8: Percentage of Households by Income Level and Tenure (Stanwood)



Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).



What is cost-burdened?

Cost-burdened is a metric that was developed as an amendment to the federal 1968 Fair Housing Act by Senator Edward Brooke. Senator Brooke initially drafted the proposed amendment as a response to country-wide rent increases and complaints about services in public housing complexes by capping public housing rent at 25% of a resident's income.<sup>1</sup> The amendment, thereafter named the Brooke Amendment, passed in 1969 and was amended again in 1981 increasing the affordability cap to 30%.

Cost-burdened households are defined as households that spend more than 30% and less than 50% of their income on housing, and severely cost-burdened households spend more than 50% of their income on housing. Households need remaining income to afford other essentials such as food, utilities, transportation, childcare, and clothing.

In recent years, the metric has been up for debate among economists, planners, and affordable housing advocates because 30% is arguably an arbitrary number that may not be adequately representing actual cost-burdens experienced in different household types. Incomes and cost of living factors vary greatly throughout the United States based on location and the robustness of the local and natural economies.

Or a household that spends greater than 30% on housing may live somewhere with better access to amenities or somewhere where they can take

<sup>1</sup> HUD, "Rental Burdens: Rethinking Affordability Measures," 2014.

public transportation to work, thereby reducing their transportation costs, which is normally a household's highest expense following housing. Additionally, cost-burden has the same metric for family and individual households, and owner and renter households. The economic burdens that a family may experience are vastly different than what an individual would experience, since families have additional members that require more essentials than an individual would have.

While a new metric for housing affordability is likely needed, the 30% approach still has some important uses. The severely cost-burdened measurement is still used by HUD in its Worst Case Housing Needs report to Congress of very low-income renting households that do not receive government housing assistance. The 30% cutoff for affordability also matches what assisted households are required to pay in HUD's Housing Choice Voucher program.

The history and flaws of the cost-burden metric are important to understanding the greater context of the metric purpose and how it should be critically considered in the overall Housing Needs Assessment. However, it is still widely agreed upon within the policy and advocacy community that households paying more than half of their income on housing is a serious issue that needs to be addressed.

Attachment B

Cost-Burdened Households

*Exhibit 9: Households by Income Level and Cost-Burden Status (Stanwood)* displays the city's households in terms of cost-burden status and income. About 31% of Stanwood residents are cost-burdened, with 18% spending between 30 to 50% of their income on housing costs (cost-burdened) and 13% spending more than 50% of their income on housing costs (severely cost-burdened). Extremely low-income households comprise 20% of all households. Proportionally, they are the most cost-burdened income category, with 9% being cost-burdened and 42% being severely cost-burdened. Of low-income households (households earning 80% AMI or less), 21% are cost-burdened, and 25% are severely cost-burdened.

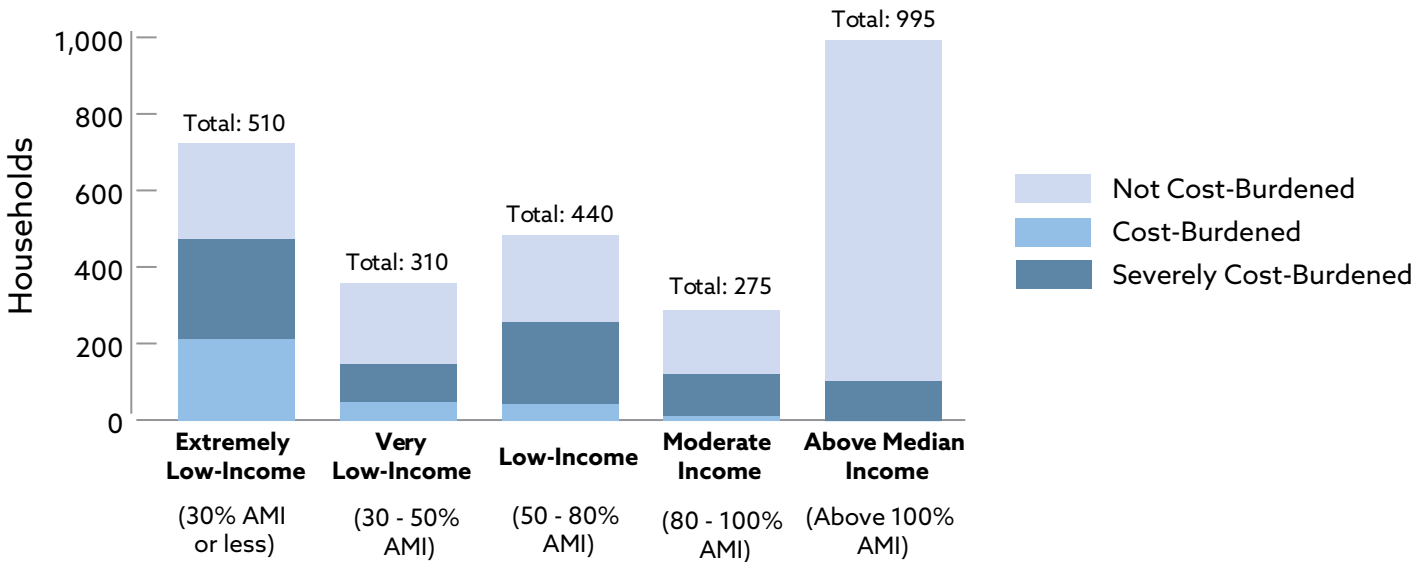
*Exhibit 10: Proportional Cost-Burdened Households by Tenure (Stanwood)* compares cost-burdened households by tenure. Seventy-one percent (71%) of owners and 65% of renters are not cost-burdened, showing renters are more cost-burdened than owners. Of the owners who are cost-burdened, 9% are severely cost-burdened, and 20% are cost-burdened. For renters, 21% are severely cost-burdened, and 14% are cost-burdened.

*Exhibit 11: Renters: Proportional Cost-Burden by Race and Tenure (Stanwood)* and *Exhibit 12: Owners: Proportional Cost-Burden by Race and Tenure (Stanwood)* analyze cost-burden differences among owners and renters by race. Proportionally, Asian households are more cost-burdened than any other race. Forty-three percent (43%) of Asian households are severely cost-burdened. All Hispanic households that are cost-burdened are severely cost-burdened, at 36% of all Hispanic households. Thirty-three percent (33%) of white households are cost-burdened, with 21% being cost-burdened and 12% severely cost-burdened.

Typically, rental households are more cost-burdened than owners. Some proportion of all renter households race categories, besides the other/multiple races, are cost-burdened. Forty-two percent (42%) of white renter households are cost-burdened, with 18% being cost-burdened and 24% being severely cost-burdened. Twelve percent (12%) of Hispanic renter households are severely cost-burdened. All Asian renter households are severely cost-burdened.

Only the Hispanic and white owner households are cost-burdened. All Hispanic owner households are severely cost-burdened. Twenty-eight percent (28%) of white owner households are cost-burdened, with 6% being severely cost-burdened.

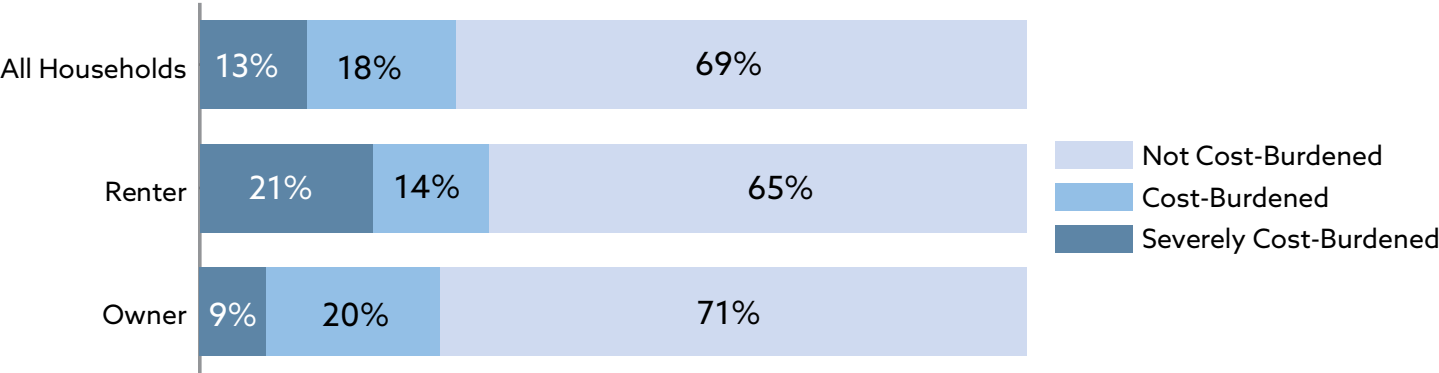
Exhibit 9: Households by Income Level and Cost-Burden Status (Stanwood)



Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

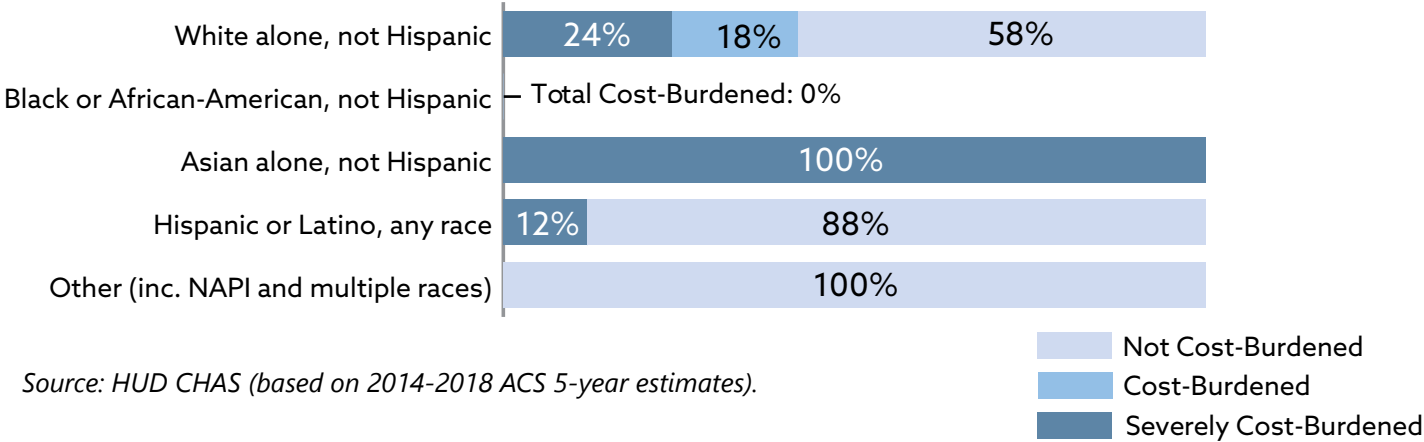


Exhibit 10: Proportional Cost-Burdened Households by Tenure (Stanwood)



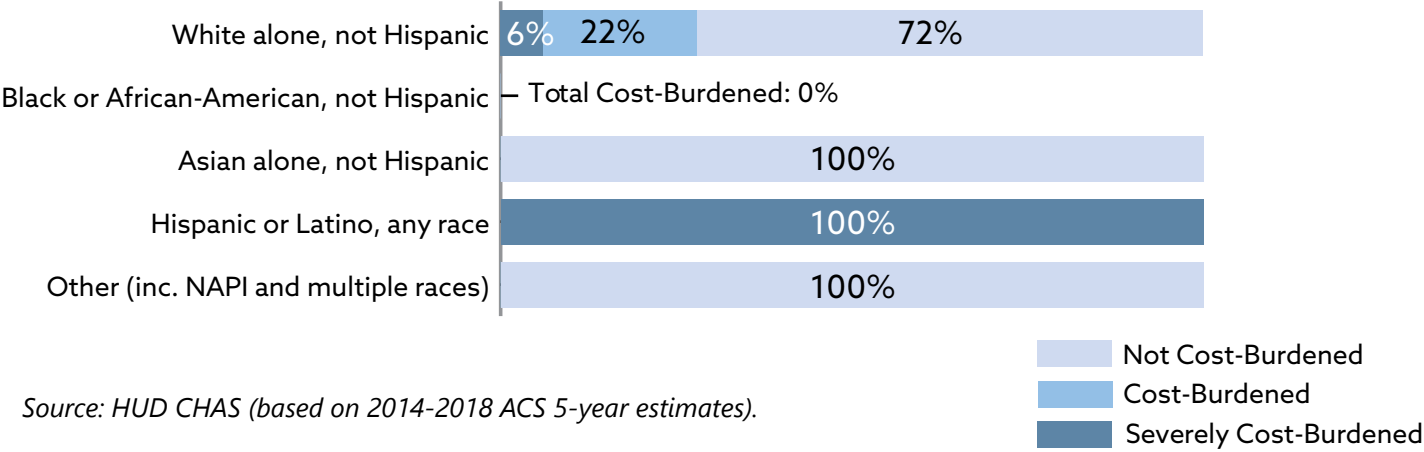
Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

Exhibit 11: Renters: Proportional Cost-Burden by Race and Tenure (Stanwood)



Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

Exhibit 12: Owners: Proportional Cost-Burden by Race and Tenure (Stanwood)



Source: HUD CHAS (based on 2014-2018 ACS 5-year estimates).

Displacement Risk

Displacement occurs when changing neighborhood conditions force residents to move and can create further financial pressures that impact job growth and housing distribution. Forecasting areas facing higher displacement risks can help cities be more aware of socioeconomic strains residents are coping with and prepare comprehensive policies that support racially and economically diverse communities.

The Puget Sound Regional Council (PSRC) issued a 2019 Displacement Risk Report<sup>5</sup> identifying areas where residents and business are at the greatest risk of displacement. The PSRC uses the following five generalized categories to calculate a city’s score determining their respective risk level:

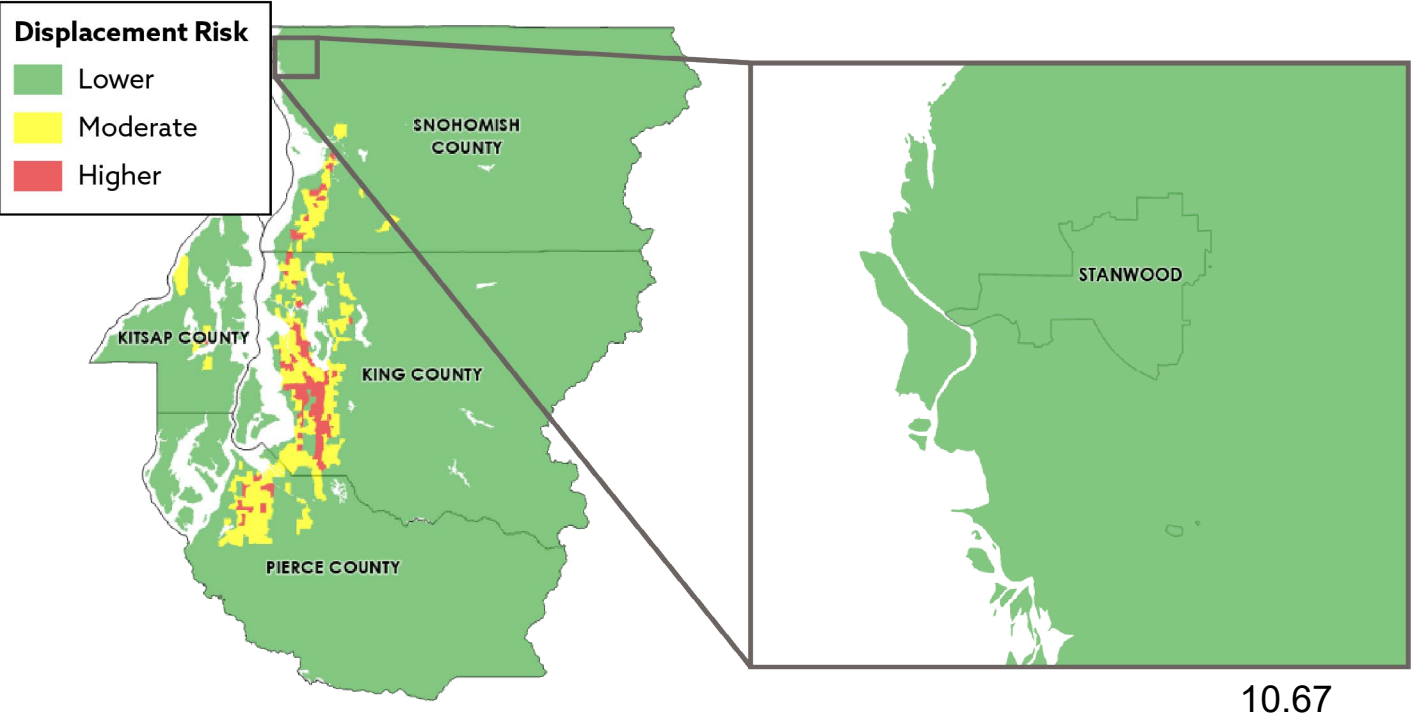
- 1. Socio-Demographics: Examines the race, ethnicity, linguistics, education, housing tenure and costs, and household income.
- 2. Transportation Qualities: Assesses access to jobs by car and transit and proximity to existing and/or future transit.
- 3. Neighborhood Characteristics: Analyzes the proximity of residents to services, retail, parks, schools, and high-income areas.
- 4. Housing: Reviews development capacity and median rental prices.
- 5. Civic Engagement: Measured by voter turnout.

Each category has multiple indicators that are standardized and weighted to determine an ultimate score. Each city’s score is compiled into an overall index and risk level is determined by how the city fits in to the overall PSRC’s data.

Scoring is broken down into three categories: high risk, moderate risk, and low risk. *Exhibit 13: PSRC Displacement Risk (Stanwood)* shows the PSRC’s Displacement Risk Map describing Stanwood’s risk as low risk, meaning Stanwood scored lower than more than half of other cities in Pierce, King, Kitsap and Snohomish Counties in the indicator categories listed above.

5 PSRC, “Displacement Risk Mapping,” 2019.

Exhibit 13: PSRC Displacement Risk (Stanwood)



Source: PSRC, “Displacement Risk Mapping,” 2019.

Residents with Special Housing Needs

While it is vital to understand which households are struggling with housing costs across all economic segments of the community, it is also important to analyze how different household types are affected because of their distinct characteristics. Residents who are disabled may have special housing needs or require supportive services. They may be on a limited budget and have higher medical costs than the average household.

Exhibit 14: Households by Disability Status and Income Level (Stanwood) shows Stanwood households with one or more housing problems and a disability status by income level. Housing problems are defined as the following: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per room, or cost-burdened. Overall there are 610 households that have both a housing problem and a disability status. Of these, 39% fall into the extremely low-income category. While these residents are a small part of the Stanwood community, it is important to be aware of these populations as the City is planning how to address the housing needs of the community as a whole.

Exhibit 14: Households by Disability Status and Income Level (Stanwood)

| DISABILITY STATUS                          | EXTREMELY LOW-INCOME | VERY LOW-INCOME | LOW-INCOME   | MODERATE INCOME OR ABOVE | TOTAL HOUSEHOLDS WITH 1 OR MORE HOUSING PROBLEM |
|--------------------------------------------|----------------------|-----------------|--------------|--------------------------|-------------------------------------------------|
|                                            | (≤30% AMI)           | (30-50% AMI)    | (50-80% AMI) | (>80% AMI)               |                                                 |
| Hearing or Vision Impairment               | 30                   | 15              | 30           | 30                       | 105                                             |
| Ambulatory Limitation                      | 45                   | 30              | 60           | 15                       | 150                                             |
| Cognitive Limitation                       | 80                   | 0               | 45           | 30                       | 155                                             |
| Self-Care or Independent Living Limitation | 80                   | 30              | 60           | 30                       | 200                                             |
| Total                                      | 235                  | 75              | 195          | 105                      | 610                                             |

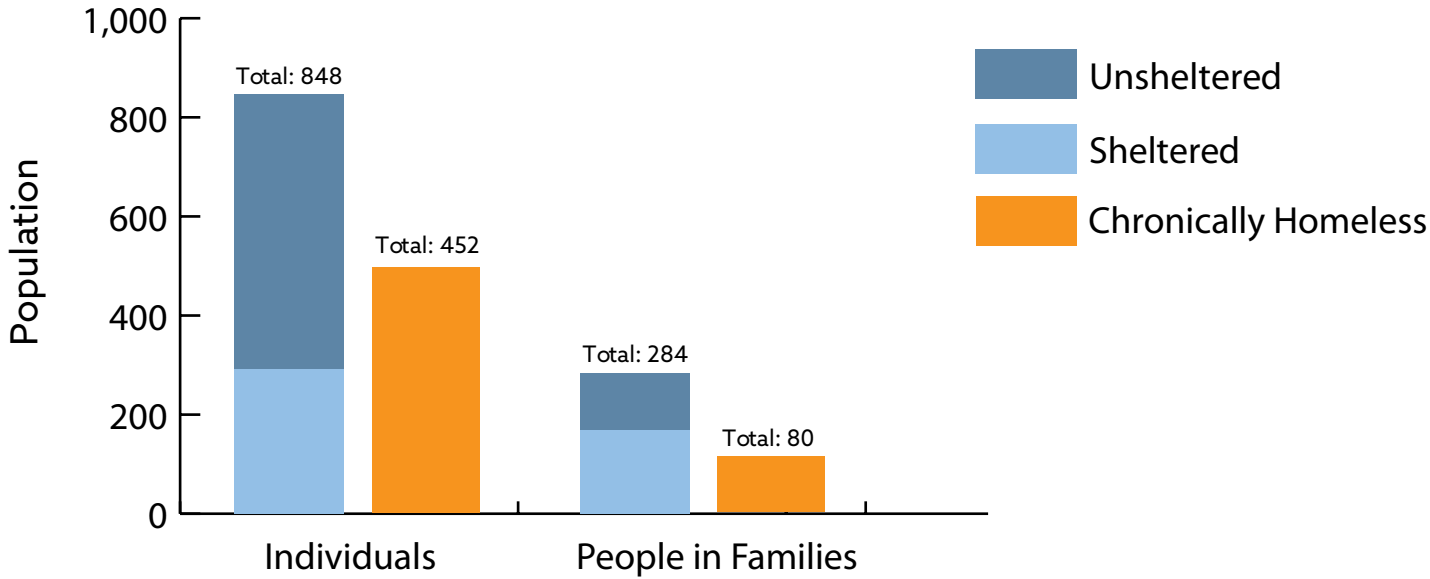
Source: HUD CHAS (based on ACS 2014-2018 5-year estimates).

Homelessness

HUD estimates the number of homeless individuals and counts people in shelters, soup kitchens, and identified outdoor locations by working with local service providers to record an accurate count of homeless individuals, but it is likely that the number is underreported since service providers range in location, availability, and staffing. During the 2020 Point-in-Time Count, there were approximately 1,132 people experiencing homelessness in Snohomish County. About 60% of them were unsheltered, and almost half of them are chronically homeless.

The intent of transitional housing is generally to house individuals or families for a limited time after a crisis, such as homelessness, job loss, or domestic violence, and stays can range from two weeks to two years. Transitional housing is a strategy in addressing the homeless crisis in longevity by setting people up for success by creating temporary housing security. Stanwood has no transitional housing, but Stanwood does have seven subsidized or income-restricted housing developments that contain a total of 188 dwelling units. These are discussed in more depth later in the report, but subsidized housing is important since it can potentially provide more permanent housing for homeless individuals or families that have little or no income.

Exhibit 15: Point in Time Count 2020 (Snohomish County)



Source: HUD, 2020.

How will the HNA and HAP address homelessness?

According to a report published by the Department of Commerce in 2017, the number of people experiencing homelessness has been increasing in Washington since 2013 following 8 years of steady improvement. Through an examination of the potential drivers of the upward trend, it was found that the increase is overwhelmingly caused by growing rents that have driven people at the margins into homelessness. It also looks at other perceived causes of homelessness such as family instability, overall alcohol and drug dependence, and lower educational attainment, all of which have been declining since 2013.

One factor that has intensified the problems caused by rent increases is very low vacancy rates. With low vacancy rates, people are priced out of one place and find it difficult to find another even when they have sufficient income or rental assistance to pay market rents. Vacancy rates below 3% are generally considered too low and can lead to housing price inflation.

In addressing the issue of homelessness, there has to be consideration given both to how to meet the needs of the people already experiencing homelessness and to how to prevent people from becoming homeless in the first place. As for the former, addressing the needs of the homeless population requires a multi-faceted systemic approach that includes housing, but also requires human services, health services, job trainings, and much more. Many of these factors are beyond the scope of what is covered in this Housing Needs Assessment and what can be confronted through a housing action plan. However, regarding the latter, considering the factors that may push people into homelessness and attempting to negate those is within the scope of the HNA and HAP. This proactive approach is still essential to addressing the issue at large.



2.4 WORKFORCE PROFILE

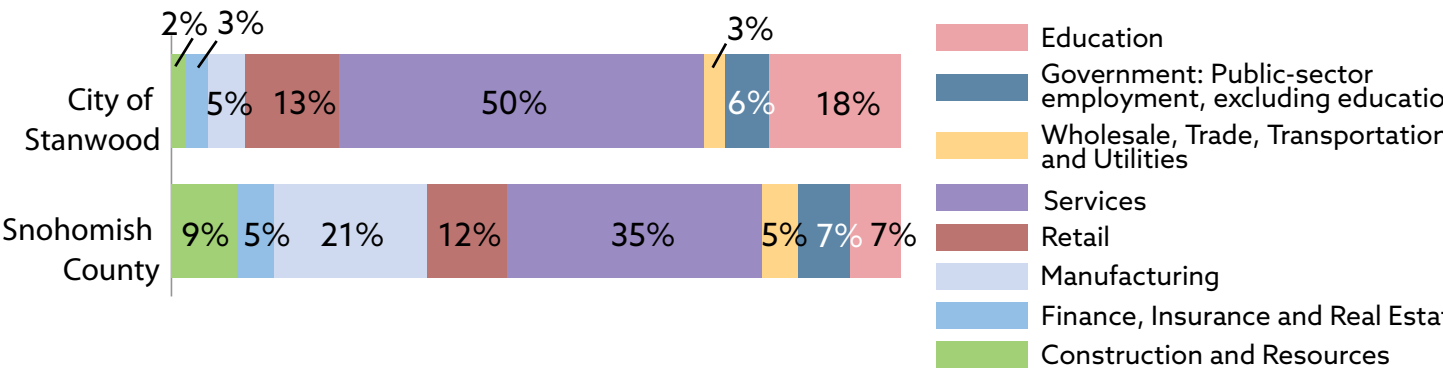
Citywide Employment

In 2020, PSRC identified the primary employment opportunities in Stanwood as Services (50%), Education (18%), and Retail (13%), with a total of 3,381 jobs. In Snohomish County, the largest industry sectors are Services (35%), Manufacturing (21%), and Retail (12%). *Exhibit 16: Employment by Industry (Stanwood & Snohomish County)* graphically compares Stanwood and Snohomish County employment industries. The employment categories shown in this exhibit are broader than the detailed North American Industry Classification System (NAICS) job sectors displayed on the next page.

*Exhibit 18: Jobs Held by Residents by Industry Sector (Stanwood & Snohomish County)* is a table that displays within which industry sectors residents of Stanwood work compared with residents of the county. Stanwood residents’ jobs closely align with countywide trends. Most residents of Stanwood work in Manufacturing (15%) which is also the most worked in industry for the county (14%). Other common industries that Stanwood residents work for include Health Care & Social Assistance (14%) and Retail Trade (11%). Other large employment sectors for county residents include Health Care & Social Assistance (13%) and Retail Trade (11%).

PSRC data from 2020 shows a jobs-to-housing ratio of 1.13 which indicates that Stanwood has a lower number of housing units when compared to jobs. Snohomish County has a ratio of 0.91 (*Exhibit 17: Jobs-to-housing Ratio (Stanwood & Snohomish County)*), meaning there are more homes than jobs. A jobs-to-housing ratio in the range of 0.75 to 1.5 is typically considered ideal for reducing vehicle miles traveled, meaning it is more likely people can live near where they work. *Exhibit 19: Job Density (Stanwood)* shows where jobs are in the city, showing a concentration along State Route 532. This indicates that employment opportunities are mainly in the downtown and industrial areas.

Exhibit 16: Employment by Industry (Stanwood & Snohomish County)



Source: PSRC, 2020.

Exhibit 17: Jobs-to-housing Ratio (Stanwood & Snohomish County)

|                       | STANWOOD | SNOHOMISH COUNTY |
|-----------------------|----------|------------------|
| Jobs                  | 3,381    | 292,958          |
| Housing Units         | 2,979    | 321,523          |
| Jobs-to-Housing Ratio | 1.13     | 0.91             |

Source: PSRC, 2020; OFM, 2020.



Attachment B

Exhibit 18: Jobs Held by Residents by Industry Sector (Stanwood & Snohomish County)

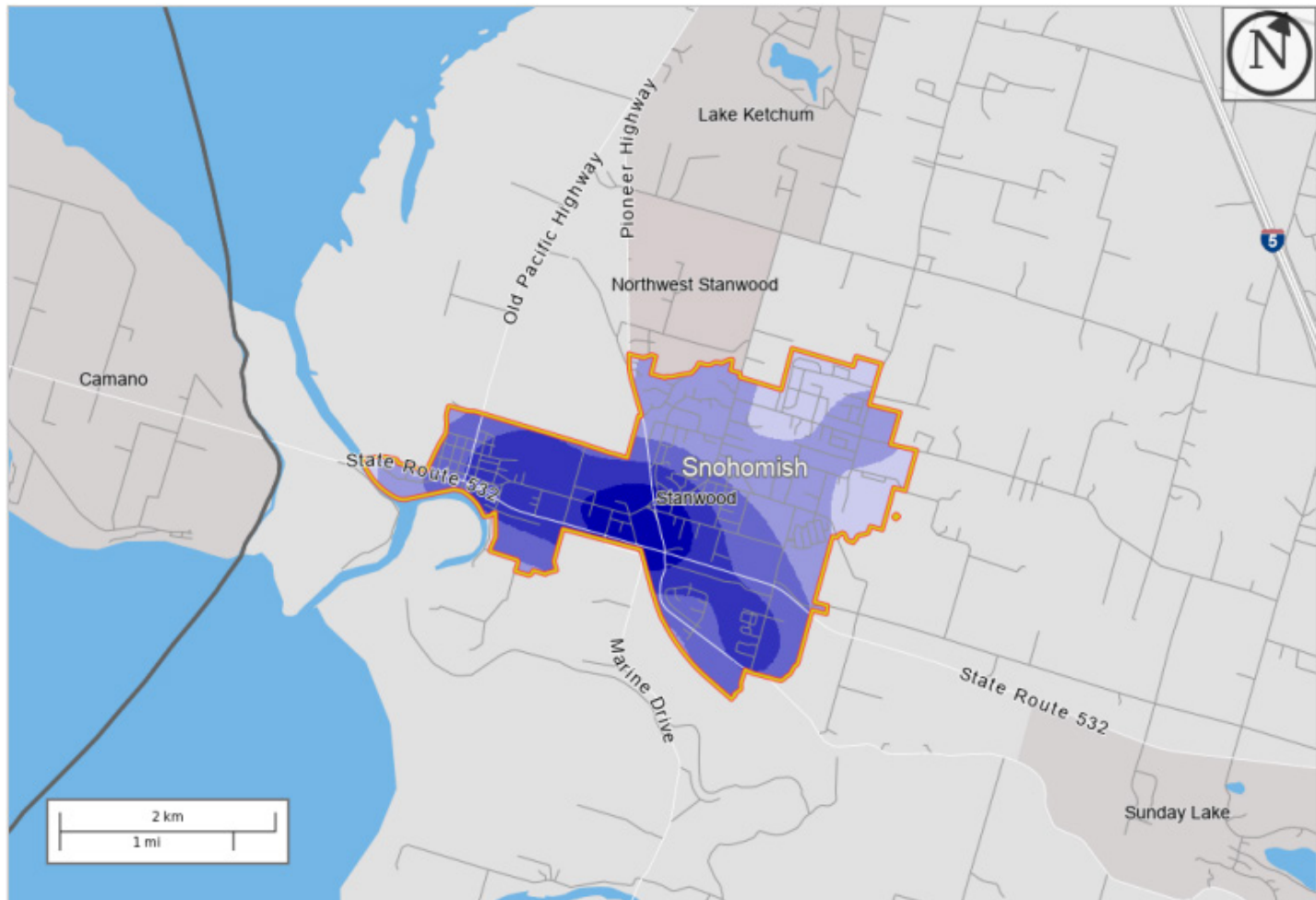
| JOBS HELD BY RESIDENTS                                     | STANWOOD |            | SNOHOMISH COUNTY |            |
|------------------------------------------------------------|----------|------------|------------------|------------|
|                                                            | COUNT    | PERCENTAGE | COUNT            | PERCENTAGE |
| Agriculture, Forestry, Fishing and Hunting                 | 44       | 1%         | 2,669            | 1%         |
| Mining, Quarrying, and Oil and Gas Extraction              | 4        | 0%         | 248              | 0%         |
| Utilities                                                  | 25       | 1%         | 2,083            | 1%         |
| Construction                                               | 300      | 9%         | 31,054           | 8%         |
| Manufacturing                                              | 498      | 15%        | 55,501           | 14%        |
| Wholesale Trade                                            | 112      | 3%         | 14,587           | 4%         |
| Retail Trade                                               | 347      | 11%        | 42,260           | 11%        |
| Transportation and Warehousing                             | 76       | 2%         | 10,213           | 3%         |
| Information                                                | 57       | 2%         | 17,037           | 4%         |
| Finance and Insurance                                      | 67       | 2%         | 11,858           | 3%         |
| Real Estate and Rental and Leasing                         | 45       | 1%         | 6,476            | 2%         |
| Professional, Scientific, and Technical Services           | 152      | 5%         | 26,780           | 7%         |
| Management of Companies and Enterprises                    | 26       | 1%         | 5,376            | 1%         |
| Administration & Support, Waste Management and Remediation | 134      | 4%         | 19,757           | 5%         |
| Educational Services                                       | 292      | 9%         | 27,932           | 7%         |
| Health Care and Social Assistance                          | 454      | 14%        | 50,749           | 13%        |
| Arts, Entertainment, and Recreation                        | 107      | 3%         | 9,085            | 2%         |
| Accommodation and Food Services                            | 250      | 8%         | 30,114           | 8%         |
| Other Services (excluding Public Administration)           | 92       | 3%         | 12,608           | 3%         |
| Public Administration                                      | 178      | 5%         | 14,537           | 4%         |
| Education                                                  | 622      | 21%        | 19,364           | 7%         |
| Total                                                      | 3,260    |            | 390,924          |            |

Source: OnTheMap, 2019.

10.69



Exhibit 19: Job Density (Stanwood)



Source: OnTheMap, 2019.

- 5 - 131 Jobs/Sq.Mile
- 132 - 511 Jobs/Sq.Mile
- 512 - 1,143 Jobs/Sq.Mile
- 1,144 - 2,029 Jobs/Sq.Mile
- 2,030 - 3,168 Jobs/Sq.Mile



Attachment B

Commuting

A factor to consider related to employment is the distance someone travels to and from work. Because a person's job is often the place they travel to the most, the distance between home and their place of employment matters as it relates to what they spend on transportation costs. After housing costs, transportation costs are generally a household's second largest expense. A picture of affordability is not complete without considering transportation.

Census OnTheMap data shows that about 88% of the City's workforce commutes from out of town to Stanwood for work. *Exhibit 20: Inflow/Outflow Counts of all Jobs (Stanwood)* shows the inflow and outflow of persons commuting to work. This map shows who is entering and leaving the City of Stanwood for work. Almost a fifth of Stanwood's workforce lives in Camano (19%). Nearly half of the workers (47%) employed in Stanwood commute less than 10 miles. About 300 people or 9% of workers commute more than 50 miles to work in Stanwood.

About thirteen percent (13%) of workers employed in Stanwood also live in Stanwood. As shown in *Exhibit 20: Inflow/Outflow Counts of all Jobs (Stanwood)*, other areas where Stanwood residents are employed include Everett (14%), Seattle (9%), Arlington (5%), and Mount Vernon (5%). Forty percent (40%) of Stanwood residents commute more than 25 miles to work, with 15% traveling more than 50 miles.

It should be noted that this data is from 2019 and therefore from prior to the COVID-19 pandemic, which had a large effect on traditional commuting patterns. There was a period when most non-essential workers were working from home, thereby likely not incurring the transportation costs to which they had been accustomed. While many places of employment have shifted back to requiring employees to come back to the office full-time or allowing more of a hybrid approach, it is still too soon to exactly determine the lasting impacts the pandemic will have on the daily commute. Regardless, remote work in either a full-time or hybrid format seems like it will remain an option long-term for many employees. While transportation costs associated with a commute may not hold the same power as a factor when someone is choosing where they are going to live as it once did, it is still important to note when thinking about overall location affordability. Location affordability and the metrics that are considered are discussed later in this report.

Exhibit 20: Inflow/Outflow Counts of all Jobs (Stanwood)



Source: OnTheMap, 2019.

Exhibit 21: Employment Locations of Residents (Stanwood)

| WHERE WORKERS WHO LIVE IN STANWOOD ARE EMPLOYED | STANWOOD |            |
|-------------------------------------------------|----------|------------|
|                                                 | COUNT    | PERCENTAGE |
| Everett, WA                                     | 457      | 14%        |
| Stanwood, WA                                    | 419      | 13%        |
| Seattle, WA                                     | 298      | 9%         |
| Arlington, WA                                   | 170      | 5%         |
| Mount Vernon, WA                                | 159      | 5%         |
| Marysville, WA                                  | 135      | 4%         |
| Bellevue, WA                                    | 93       | 3%         |
| Burlington, WA                                  | 67       | 2%         |
| Camano CDP, WA                                  | 54       | 2%         |
| Kent, WA                                        | 46       | 1%         |
| All Other Locations                             | 1,362    | 42%        |
| Total                                           | 3,260    |            |

Source: OnTheMap, 2019.

Employment Projections

Long term employment projections are prepared by the Washington State Employment Security Department (ESD) based on estimates of average annual job openings and population growth. ESD breaks down anticipated employment projections by industry for counties or groups of counties. The 2021 ESD Projections Report contains estimates for a 5 and 10-year window in Snohomish County. The industries anticipating the largest growth between 2019 and 2029 are Transportation, Warehousing, and Utilities, Education and Health Services, and Professional and Business Services with an average growth rate of 1.08%, 0.78%, and 0.61% respectively.

Attachment B

KEY TAKEAWAYS: COMMUNITY OVERVIEW

Populations

- The overall population is increasing and has almost doubled in the last 20 years.
- Stanwood is younger in comparison to the County median, with 32 years as the average citizen age.
- Snohomish County has a greater diversity of race, ethnicities, and languages spoken at home than Stanwood.
- The city is not a racially nor ethnically diverse community with about 90% of the population identifying as white and 97% of the population speaking only English at home.
- There are a small number of households (2%) with limited English proficiency, all of whom speak Spanish.

Households

- Stanwood is comprised of 70% homeowners and 30% renters which is similar to the County as a whole.
- There is a 10% vacancy rate in Stanwood, indicating a slightly above average (6-8%) vacancy in housing units.
- The average household size in Stanwood is 2.72 persons which is slightly higher than Snohomish County.
- Stanwood’s median income is \$75,767 which is about 87% of the County median income (\$86,691). Family household incomes (\$95,767) in Stanwood are close to the County median for families (\$101,467). Nonfamily households in Stanwood earn significantly less when compared to the County median for nonfamily households (\$28,309 versus \$52,082).
- Forty-nine percent (49%) of Stanwood households are considered low-income, earning 80% AMI or less.
- Proportionally, extremely low-income households are the most cost-burdened income category, with 9% being cost-burdened and 42% being severely cost-burdened.
- Twenty-one percent (21%) of renters are severely cost-burdened, and 14% are cost-burdened.
- All Asian, 12% of Hispanic, and 24% of white renters are severely cost-burdened.
- Twenty percent (20%) of owners are cost-burdened, and 9% of owners are severely cost-burdened.
- All Hispanic and 6% of white owners are severely cost-burdened.
- PSRC determined Stanwood to be in the low displacement risk category.
- Eighty-three percent (83%) of households with a housing problem and disability status are low-income (earn less than 80% AMI).

Employment Trends

- About 88% of Stanwood’s workforce commutes from out of town, with nearly 20% of the workforce commuting from nearby Camano.
- The jobs-to-housing ratio in Stanwood is 1.13, indicating that there are more jobs than housing in the city.
- Forty-percent (40%) of Stanwood residents commute more than 25 miles to work.
- The top two industries for employment in Stanwood are Services (50%) and Education (18%).

Part 3: Housing Conditions

3.1 HOUSING INVENTORY

Housing Units by Type and Size

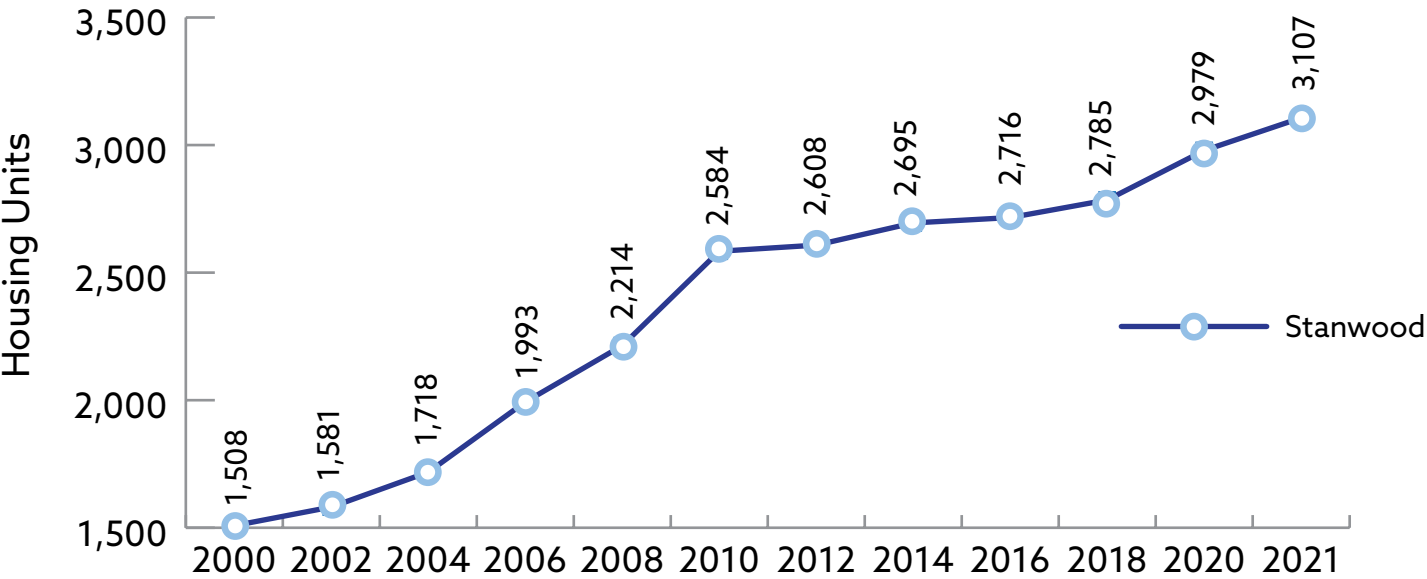
As of 2019, there are 2,804 housing units in Stanwood, representing a 95% increase in supply since 2000. Nearly three-quarters (74%) of housing units are single-family homes. *Exhibit 23: Housing by Type (Stanwood)* describes the breakdown of housing units by type existing in Stanwood. Beyond single-family, the second most common housing type is multifamily buildings of 5+ units (19%). The remaining 7% of existing units are split between multifamily buildings with 3 to 4 units (4%), duplexes (2%), and mobile homes (1%).

One third of households (32%) only have one person and nearly a quarter of households (23%) have 2 members. The remaining 45% is split approximately evenly between 3-member households (15%), 4-member households (14%), and 5+ member households (17%). Three-bedroom housing units are most prominent in Stanwood, representing 42% of the total. Studio or one-bedroom units (14%), 2-bedroom units (18%), and 4-bedroom units (22%) account for 54% of the housing stock. The remaining housing stock (4%) is comprised of 5+ bedroom units.

These numbers suggest that there is a shortage of smaller units for residents who live alone and an oversupply of 3-bedroom units. The housing stock for larger households with four or more people (30%) is also not sufficient, with a supply of 26% housing units having four or more bedrooms.<sup>6</sup>

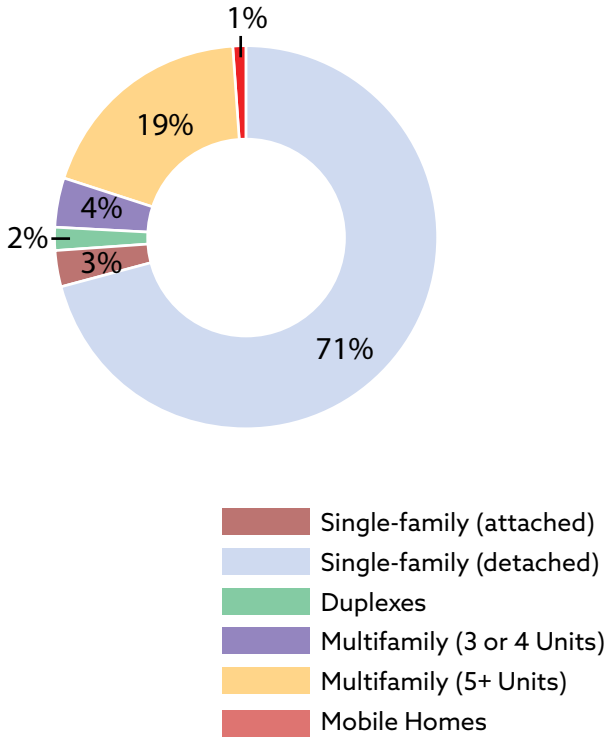
6 2015-2019 ACS 5-year estimates.

Exhibit 22: Housing Units - 2000 to 2021 (Stanwood)



Source: OFM, 2021.

Exhibit 23: Housing by Type (Stanwood)



Source: 2015-2019 ACS 5-year estimates.

Exhibit 24: Age of Housing Stock (Stanwood)

| BUILT DATE            | PERCENTAGE |
|-----------------------|------------|
| Built 2010 to 2019    | 7%         |
| Built 2000 to 2009    | 35%        |
| Built 1990 to 1999    | 31%        |
| Built 1980 to 1989    | 8%         |
| Built 1970 to 1979    | 2%         |
| Built 1960 to 1969    | 5%         |
| Built 1950 to 1959    | 2%         |
| Built 1940 to 1949    | 3%         |
| Built 1939 or earlier | 8%         |

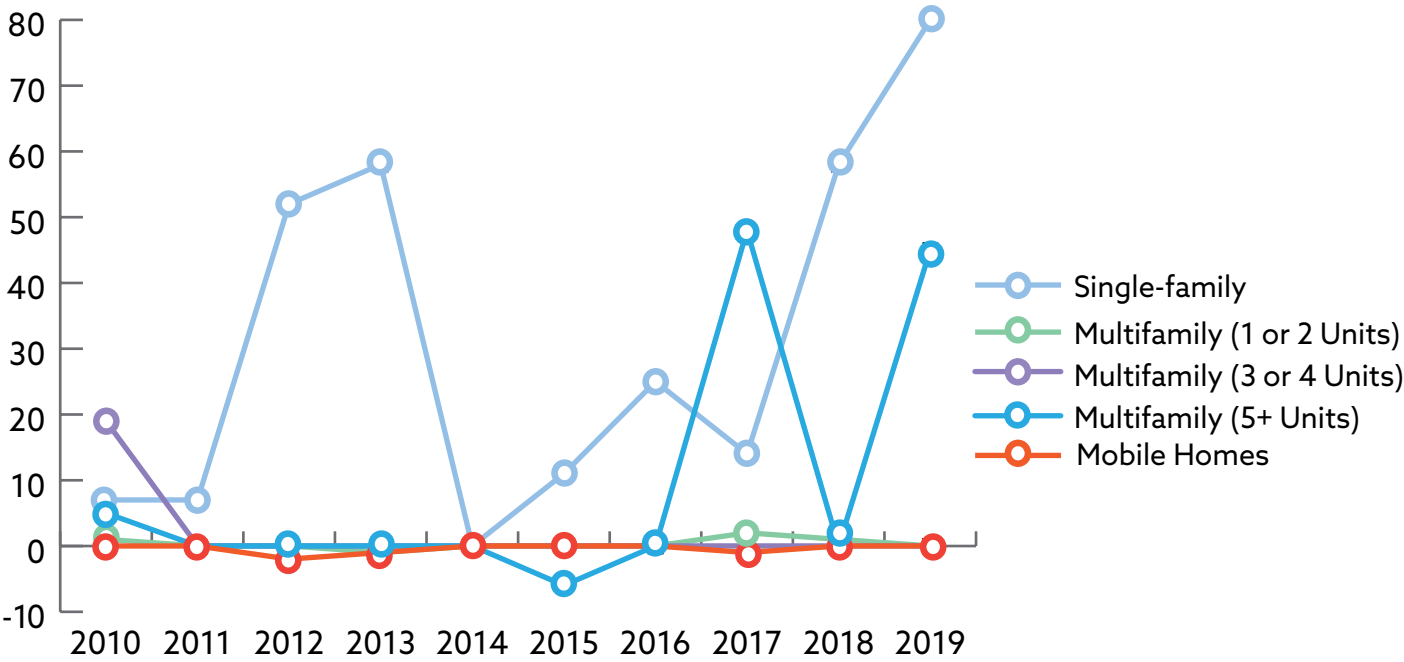
Source: 2015-2019 ACS 5-year estimates.

Housing Age and Production

*Exhibit 24: Age of Housing Stock (Stanwood)* shows the age of Stanwood’s housing stock. Less than a third of the homes in Stanwood (28%) were built before 1990. Two-thirds (66% of the total housing stock) were built between 1990 and 2009. This data aligns with the large increase in housing units previously discussed. The remaining Stanwood housing stock (7%) was built after 2009. Much of Stanwood’s housing units are relatively new, suggesting that rehabilitation, maintenance, and repair costs are not an immediate concern for most homes.

The PSRC records permit data on housing units and tracks what types of units are constructed or demolished, as shown in *Exhibit 25: Permitted Units - 2010 to 2019 (Stanwood)*. Between 2010 and 2019, the City lost an average of two housing units and gained an average of 44 new units annually. A major increase in permits occurred between 2010 and 2013 with 150 permits being issued, 83% of which went toward the construction of single-family units. No permits were issued in 2014. Between 2017 and 2019, 96 permits were issued for multifamily housing. Collectively, this data suggests that Stanwood’s newer housing stock includes a diversity of housing types.

Exhibit 25: Permitted Units - 2010 to 2019 (Stanwood)



Source: PSRC, 2019.



3.2 HOME OWNERSHIP

Home ownership is an important topic to consider since it is the main way most American families accumulate generational wealth. There are also typically more home ownership opportunities compared with rental opportunities in advantaged neighborhoods, which provide access to higher performing school districts, amenities, and social capital that lead to better opportunities. Of total housing units, approximately two-thirds are owner-occupied. Stanwood demographically is a white community (90%), which is reflected in the homeownership percentages by race. Over 95% of homeowners are white, with the remaining owners identifying as Asian (1%). Even though there is a low percentage of Hispanic or Latino (4%) populations in Stanwood, the ACS data indicates they make up only 1% of homeowners.<sup>7</sup> This may be partially due to the legacy effects of lending and redlining practices that continue to impact minority access to intergenerational wealth.

*Exhibit 26: Age of Owners (Stanwood)* shows the home ownership rate by age group. The represented age is that of the householder.<sup>8</sup> The 45 to 54 and 55 to 64 age groups have the highest rates of ownership, at 81% and 80% respectively, and all other age groups except for the 85 years and over show more than half living in owner-occupied homes, with the exception of the 85 years and over age group, which has a home ownership rate of 41%.

Another interesting finding from this data is the high rate (66%) of home ownership for households in the under 35 age group. Typically, this group has a lower rate due to lack of wealth accumulation from minimal years in the work force, high amounts of student loan debt, and the high cost of ownership. The higher rate is possibly due to the low number of overall opportunities to rent, so if households within this age range have chosen to live in Stanwood they are more likely to be capable of ownership.

<sup>7</sup> 2015-2019 ACS 5-year estimates.  
<sup>8</sup> The householder refers to the person (or one of the people) in whose name the housing unit is owned or rented.

Exhibit 26: Age of Owners (Stanwood)

| AGE OF HOMEOWNERS | PERCENTAGE OF HOUSEHOLDS IN AGE GROUP |
|-------------------|---------------------------------------|
| Under 35 years    | 66%                                   |
| 35 to 44 years    | 73%                                   |
| 45 to 54 years    | 81%                                   |
| 55 to 64 years    | 80%                                   |
| 65 to 74 years    | 66%                                   |
| 75 to 84 years    | 71%                                   |
| 85 years & up     | 41%                                   |

Source: 2015-2019 ACS 5-year estimates.

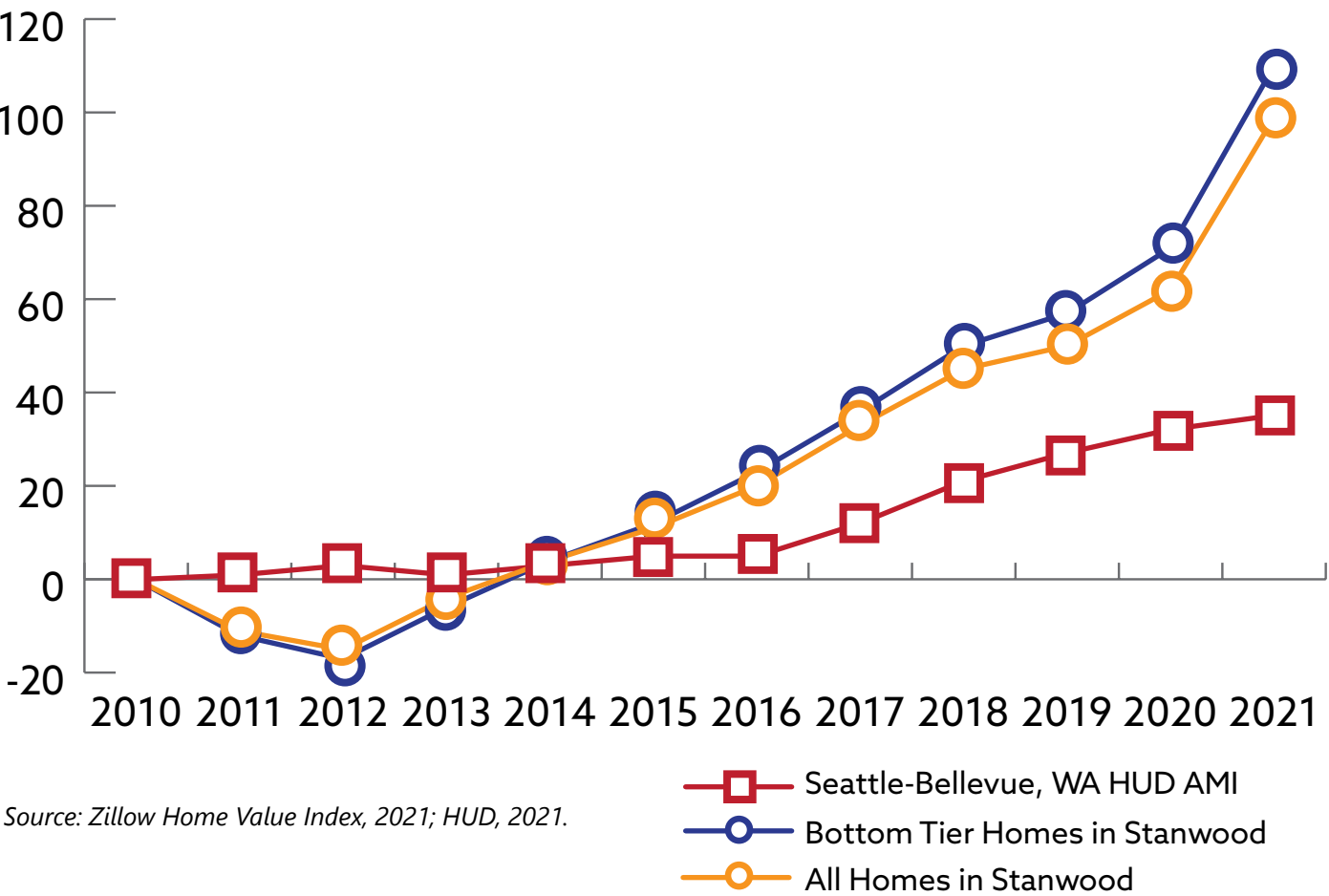
Attachment B

*Exhibit 27: Percent Change in Home Values and HUD AMI Since 2010 (Stanwood)* shows the percent change in median home value and bottom tier home value from 2010 to 2021 in comparison to the percent change in HUD AMI. The data reflects the decrease in home value following the Great Recession at the end of the 2000s. However, median home values have been increasing consistently since 2014. In 2021, the median home value was \$593,000 which is nearly double the median home value in 2010 of \$297,000. This is reflective of the regional population boom and increasing housing shortage. Even the bottom tier home value, which are described by Zillow as those in the 5th to 35th percentile of all units by value, had increased by 110% from 2010 to 2021 to a value of \$463,000.

Over the same period, area median income has also grown but not to the same degree as home values. Between 2010 and 2021, the AMI was fairly stagnant the first half of the decade but eventually grew to \$115,700 which is a 35% increase from 2010. In 2019, Stanwood’s household median income was \$75,767,<sup>9</sup> which is lower than the Seattle-Bellevue, WA HUD AMI of \$108,600 during the same year. The key takeaway here is that median housing costs have far outpaced regional wage growth, meaning that ownership affordability is getting further and further out of reach.

<sup>9</sup> 2015-2019 ACS 5-year estimates.

Exhibit 27: Percent Change in Home Values and HUD AMI Since 2010 (Stanwood)



Source: Zillow Home Value Index, 2021; HUD, 2021.



How is home ownership affordability calculated?

Home ownership affordability was calculated using the Zillow Home Value Index (ZHVI) which provides median home values for all ownership homes (single-family residential and condos) as well as averages among “Bottom Tier” homes (those in the 5th to 35th percentile of all units by value) and “Top Tier” (those in the 65th to 95th percentile of all units by value). The ZHVI represents the whole housing stock and not just homes that list or sell in a given month.

The monthly mortgage payment for these homes was calculated using several assumptions:

- The down payment is 20% for the Median Home and Bottom Tier Home calculations; therefore, the mortgage amount is 80% of the home value.
- Mortgage term is 30 years, so there are 360 payments over the course of the loan.
- Interest rate is the FreddieMac national average for a 30-year fixed-rate mortgage from 2019.
- Monthly property taxes are assumed to be the County average.
- Monthly insurance payments are assumed to be 0.5% of the home’s value.

The First Time Homebuyer calculations are based on a metric used by the Washington Center for Real Estate Research to assess housing affordability for a given area given the assumptions for a first-time homebuyer. These assumptions differ from those listed by assuming the home value is 85% of the median and the down payment is 10% of the home value.

These assumptions provided the monthly costs expected to be paid for the three home value types. The monthly costs were divided by .3 and multiplied by 12 to determine the minimum annual income needed to afford them (i.e., not be cost-burdened). Note that monthly utility payments are not included because of lack of data for estimating these costs, so affordability may be overestimated.

Home Ownership Affordability

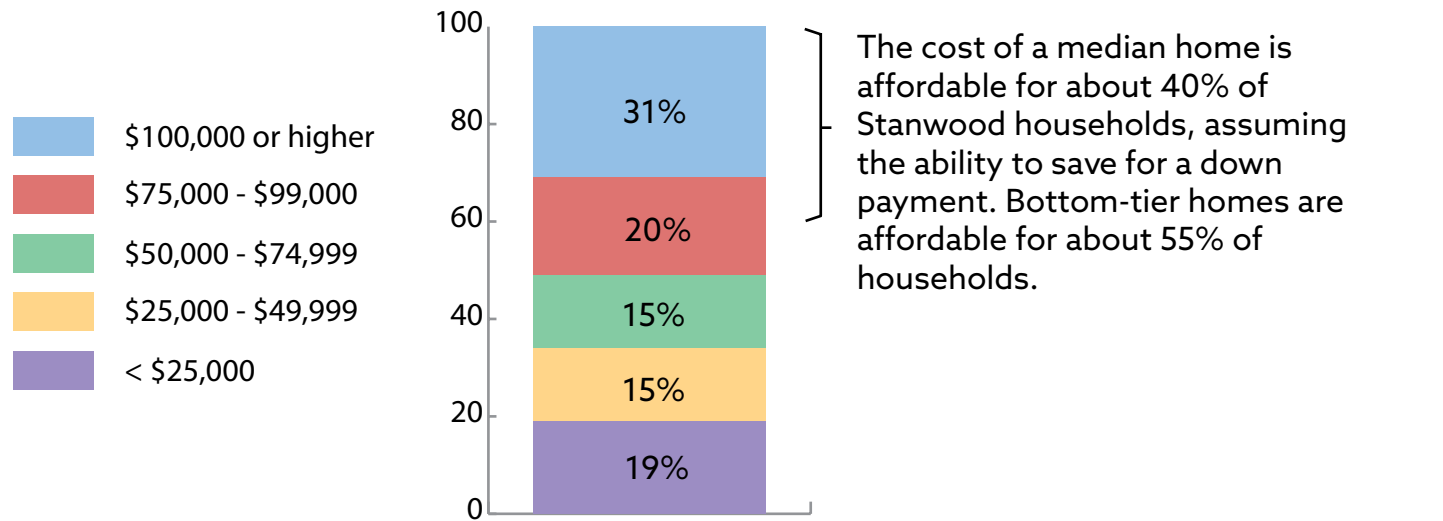
*Exhibit 28: Costs of Home Ownership (Stanwood)* approximates the incomes needed to afford a median or bottom-tier home. It also estimates annual income needed for a first time homebuyer, which is explained further in the Home Ownership Affordability call-out. Based on the analysis, approximately 43% of Stanwood’s households can afford a median priced home with a minimum annual income of \$88,850, which is lower than the HUD AMI but exceeds the city median income. *Exhibit 29: Percentage of Households by Income Bracket (Stanwood)* shows how the percentage of households that can potentially afford the median value relates to the percentages of households by income bracket. Bottom-tiered homes are more affordable with 62% of households able to afford the monthly costs of \$1,721. It is important to note that data on households savings is not available, so it is impossible to estimate how many of these households actually have enough savings for a down payment to become a homeowner.

Exhibit 28: Costs of Home Ownership (Stanwood)

|                          | MEDIAN HOME | BOTTOM TIER-HOME | FIRST TIME HOMEBUYER |
|--------------------------|-------------|------------------|----------------------|
| Sales Price              | \$446,178   | \$345,430        | \$379,251            |
| Assumed down payment     | \$89,236    | \$69,086         | \$37,925             |
| Mortgage amount          | \$356,942   | \$276,344        | \$341,326            |
| Monthly mortgage payment | \$1,692     | \$1,310          | \$1,667              |
| Monthly Income Needed    | \$7,404     | \$5,732          | \$7,057              |
| Annual Income Needed     | \$88,850    | \$68,787         | \$84,679             |
| % of HUD AMI             | 82%         | 63%              | 78%                  |
| % of City Median Income  | 117%        | 91%              | 112%                 |

Source: Zillow Home Value Index, 2019; HUD, 2019; 2015-2019 ACS 5-year estimates.

Exhibit 29: Percentage of Households by Income Bracket (Stanwood)



Source: 2015-2019 ACS 5-year estimates.

3.3 RENTAL HOUSING

About a quarter (24%) of the city’s housing stock is rental units, or approximately 750 housing units total. Most Stanwood renters identify as white (89%); the second largest racial or ethnic group of renters is two or more races (7%) followed by Hispanic or Latino households (5%) and Asian households (4%). *Exhibit 30: Age of Renters (Stanwood)* shows the number of renter households by age group, displaying the inverse percentages discussed previously in the Home Ownership section. The under 35 years age group makes up the most renter households, but the highest renter rate is in the 85 years and over age group at 59%. The lowest rate is among the 45 to 54 group at 19%, and the rest are all 34% or lower, representing the higher overall rate of ownership in Stanwood.

Rental Housing Costs

As of 2019, the median rent in Stanwood was \$1,072, which is nearly \$400 less than Snohomish County’s median rent. Approximately two-thirds of households can afford the median rental cost. The median income in Stanwood is \$75,767 and an annual income of \$42,837 is required to afford a rental unit.<sup>10</sup> *Exhibit 31: Median Rent by Number of Bedrooms (Stanwood & Snohomish County)* shows the median gross rent by number of bedrooms in Stanwood compared with the rents in Snohomish County. The data on rent in Stanwood is limited to units with 3 or fewer bedrooms due to the low volume of larger rentals. Stanwood rentals are consistently more affordable than the County median.

*Exhibit 32: Affordability of Median Cost Rental Units (Stanwood)* takes this analysis a step further by showing for which income ranges the median rents are affordable by number of bedrooms. Affordability of a rental housing unit ranges depending on the size of the unit available. The median rent for 2-bedroom and 3-bedroom units is affordable for all household making 80% of the median income and above. Someone making 50% of the city median income cannot afford a rental unit with multiple bedrooms but may be able to find a one-bedroom rental.

HUD provides data on rental units available by income bracket compared with the income levels of renter households as shown in *Exhibit 33: Rental Units Available by Income Bracket (Stanwood)*. When assessing renter households, more than half (61%) of renting households make less than 50% of the AMI, yet there is a shortage of housing units in these income categories. There is an oversupply of units at the 50% to 80% AMI income range, while only 14% of the rental units are priced for the renters that earn over 80% of the AMI.

10 2015-2019 ACS 5-year estimates.

Exhibit 30: Age of Renters (Stanwood)

| AGE OF RENTERS | PERCENTAGE OF HOUSEHOLDS IN AGE GROUP |
|----------------|---------------------------------------|
| Under 35 years | 34%                                   |
| 35 to 44 years | 27%                                   |
| 45 to 54 years | 19%                                   |
| 55 to 64 years | 20%                                   |
| 65 to 74 years | 34%                                   |
| 75 to 84 years | 29%                                   |
| 85 years & up  | 59%                                   |

Source: 2015-2019 ACS 5-year estimates.

While the ACS does not provide rental vacancy information available at the city level, we can use the data for Snohomish County to gain an understanding of what renters in Stanwood may experience. The rental vacancy rate for Snohomish County is 3.8%, which is beneficial but is verging on being too low. A healthy housing market has a vacancy rate around 5%; rates below 3% are generally considered too low and can lead to housing price inflation.

Per the Alliance for Housing Affordability, rent in Snohomish County has grown by 53% in the last 20 years. As of 2021, the cost of renting in Snohomish County is higher compared to buying when looking at monthly costs per square foot. The average 2021 monthly rental cost in Snohomish County was \$2.5/SF compared to a monthly cost of \$1.6/SF for homebuyers.

Exhibit 31: Median Rent by Number of Bedrooms (Stanwood & Snohomish County)

| BEDROOMS           | STANWOOD | SNOHOMISH COUNTY |
|--------------------|----------|------------------|
| No bedroom         | \$1,074  | \$1,116          |
| 1 bedroom          | \$495    | \$1,152          |
| 2 bedrooms         | \$1,144  | \$1,374          |
| 3 bedrooms         | \$1,229  | \$1,792          |
| 4 bedrooms         | -        | \$2,153          |
| 5 or more bedrooms | -        | \$2,196          |
| Median Rent        | \$ 1,072 | \$ 1,438         |

**Note:** These median rent prices are based on data from the most recent community survey. A limited supply of rentals, age of units, and location influence prices. Furthermore, some units are difficult to classify as they may have amenities not seen in this data. Things like communal spaces, fitness areas, or a convenient setting. Finally, modern studios often have more square footage than a traditional one-bedroom unit.

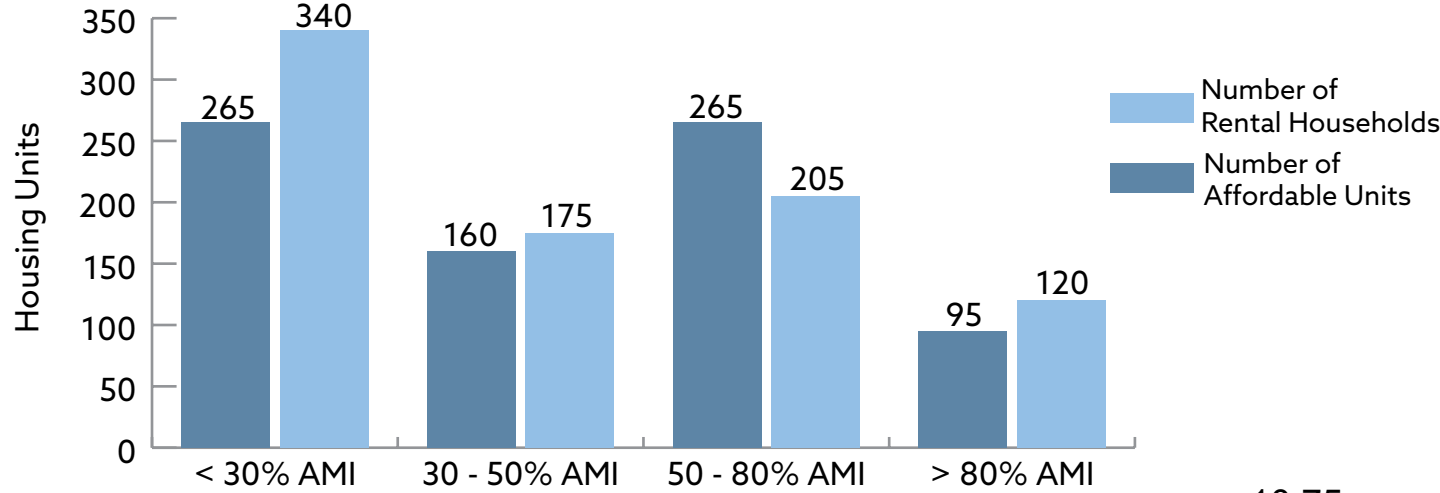
Source: 2015-2019 ACS 5-year estimates.

Exhibit 32: Affordability of Median Cost Rental Units (Stanwood)

| HOUSEHOLD INCOME (% OF STANWOOD MEDIAN INCOME OF \$75,767) | AFFORDABILITY OF AVERAGE COST RENTAL UNITS |           |           |           |
|------------------------------------------------------------|--------------------------------------------|-----------|-----------|-----------|
|                                                            | NO BEDROOM                                 | 1-BEDROOM | 2-BEDROOM | 3-BEDROOM |
| 120%                                                       | YES                                        | YES       | YES       | YES       |
| 100%                                                       | YES                                        | YES       | YES       | YES       |
| 80%                                                        | YES                                        | YES       | YES       | YES       |
| 60%                                                        | YES                                        | YES       | NO        | NO        |
| 50% or less                                                | NO                                         | YES       | NO        | NO        |

Source: 2015-2019 ACS 5-year estimates.

Exhibit 33: Rental Units Available by Income Bracket (Stanwood)



Source: HUD CHAS (based on ACS 2014-2018 5-year estimates).



3.4 SUBSIDIZED HOUSING

Stanwood has seven developments that provide a total of 188 subsidized, income-restricted rental units. Four of the seven properties, 110 of the 188 units, are geared towards elderly populations. All but one of these senior residences were built in the 2000s, and 98% of the units they provide are 1-bedrooms. The other three subsidized housing developments are for family or mixed populations, translating to multi-bedroom units. Three of the subsidized properties in Stanwood were built using Section 515 Rural Housing Loans. This means that these developments utilized HUD supported mortgages (typically 30-year loans) targeted towards providing affordable rental housing to lower income renters. Tenants are very low-income, low-income, or moderate-income residents as defined by percentage earnings of AMI. *Exhibit 34: Subsidized Housing Properties (Stanwood)* provides more details about these properties.

Exhibit 34: Subsidized Housing Properties (Stanwood)

| PROPERTY                         | TARGET POPULATION | MANAGEMENT       | TYPE                         | SUBSIDIZED UNITS                                              |
|----------------------------------|-------------------|------------------|------------------------------|---------------------------------------------------------------|
| Lincoln School Senior Apartments | Elderly           | Nonprofit        | Section 8                    | <b>44 Units:</b> (44) 1-bedroom                               |
| Camwood Senior Center            | Elderly           | -                | Project based vouchers       | <b>12 Units:</b> (12) 1-bedroom                               |
| Lincoln Hill Village Apartments  | Elderly           | Nonprofit        | HOME/ Project Based Vouchers | <b>24 Units</b>                                               |
| Lervick Family Village           | Family            | Profit Motivated | Section 8                    | <b>14 Units:</b> (2) 1-bedroom, (4) 2-bedroom, (3) 3-bedroom  |
| Bayview Gardens                  | Elderly           | Multiple         | RHS 515 / LIHTC              | <b>30 Units:</b> (28) 1-bedroom, (2) 2-bedroom                |
| Island View                      | Mixed             | Limited Profit   | RHS 515                      | <b>32 Units:</b> (12) 1-bedroom, (20) 2-bedroom               |
| Scandia Village                  | Family            | Limited Profit   | RHS 515                      | <b>32 Units:</b> (4) 1-bedroom, (24) 2-bedroom, (4) 3-bedroom |

Source: NHPD, 2021; PolicyMap, 2021.

KEY TAKEAWAYS: HOUSING CONDITIONS

Housing Inventory

- As of 2019, there are 2,804 housing units, of which more than 70% are single-family homes.
- Three-bedroom housing units are most prominent in Stanwood, representing 42% of the total.
- One third of households (32%) only have one person and nearly a quarter of households (23%) have 2 members
- Stanwood’s housing supply is largely new, with less than a third (27%) built before 1990.

Housing Ownership

- Two thirds of the city’s housing units are owner-occupied.
- Homeowners are primarily white (96%), with the remaining owners identifying as Two or more races (3%), Asian (1%), or Hispanic or Latino (1%).
- As of 2021, the median home value is \$592,767 which has nearly doubled since 2010. This steady increase in home values began in 2014.
- The Seattle-Bellevue, WA HUD AMI has increased by 35% since 2010 to \$115,700 in 2021 but has not kept pace with increasing home ownership costs in the region.
- Approximately 43% of Stanwood’s households can afford a median priced home and 62% can afford a bottom-tiered home, assuming the household has enough money saved for a down payment.

Rental Housing

- About a quarter of the city’s housing stock is rentals (24%).
- Most Stanwood renters identify as white (89%); the second highest racial or ethnic group amongst renters is Two or more races (7%).
- The highest number of renter households are in the youngest age group (under 35 years); the highest renter rate is among the oldest age group (85 years and over) at 59%.
- The median gross rent in Stanwood is \$1,072 which is about \$400 lower than the Snohomish County median.
- Stanwood’s median rents for a studio, one-bedroom unit, two-bedroom unit, and three-bedroom unit are \$1,074, \$495, \$1,144, and \$1,229 respectively. Generally, households earning 50% of the city’s median income cannot afford a studio. Households earning 80% of the median income or higher can afford a two or three bedroom.
- Available rental units do not align with need. There is an oversupply of rental units for residents earning 50% to 80% of AMI. More than half of renters (61%) earn less than 50% of AMI compared to 54% supply of units priced at in said income range.
- The rental vacancy rate for Snohomish County is 3.8% indicating that the rental housing market is healthy.

Subsidized Housing

- There are 188 subsidized apartment units available in the city primarily targeting elderly populations, and 54% of units are 1-bedrooms.

Part 4: Gap Analysis

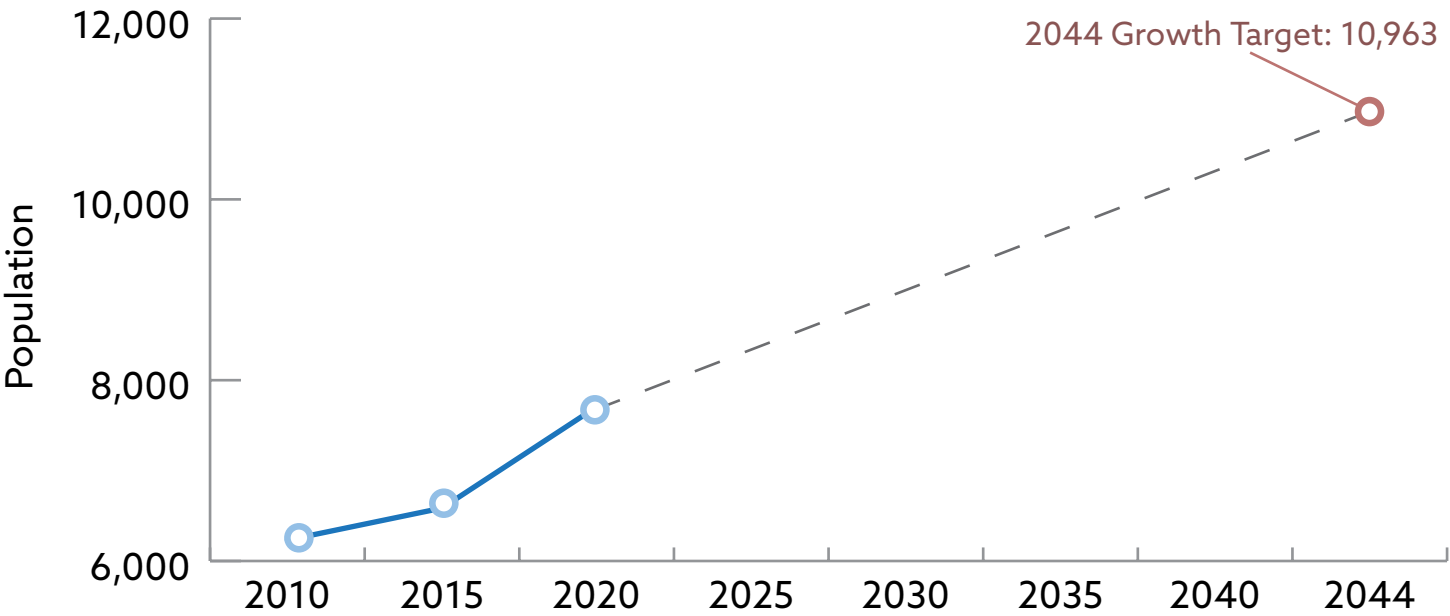
4.1 HOUSING NEEDED TO ACCOMMODATE FUTURE GROWTH

Every eight years, the Growth Management Act (GMA) requires counties to coordinate a review and evaluation of development and land supply. To meet this requirement, counties review cities and their respective growth targets, density goals, and available lands. This work aims to determine if cities have enough capacity to meet future growth needs. As population growth and housing needs are a regional matter, countywide targets are developed through a collaborative process. This process aims to ensure that all jurisdictions are accommodating a fair share of growth.

The 2021 Snohomish County Buildable Lands Report (BLR) provided Stanwood with a 2044 population growth target of 10,963 people. Based on this target and the 2019 population of 7,020 people, the City should plan for an average population growth of approximately 158 people per year until 2044.

Assuming Stanwood will maintain a similar average household size, the 2044 population target translates to a housing growth target of approximately 4,385 total units. This requires an average annual increase of 61 housing units from the 2019 total. Between 2010 and 2019, the city added an average of 46.9 units per year, or about 77% of the rate needed to keep up with the growth target. An increase in the rate of production is essential to meet the growth target, and the City should seek to ensure these new housing units meet the greatest needs of the current and future residents as laid out in this report.

Exhibit 35: Population Growth to 2044 (Stanwood)



Source: OFM, 2020; [Snohomish County], 2021.

Affordability Gap by Income Level

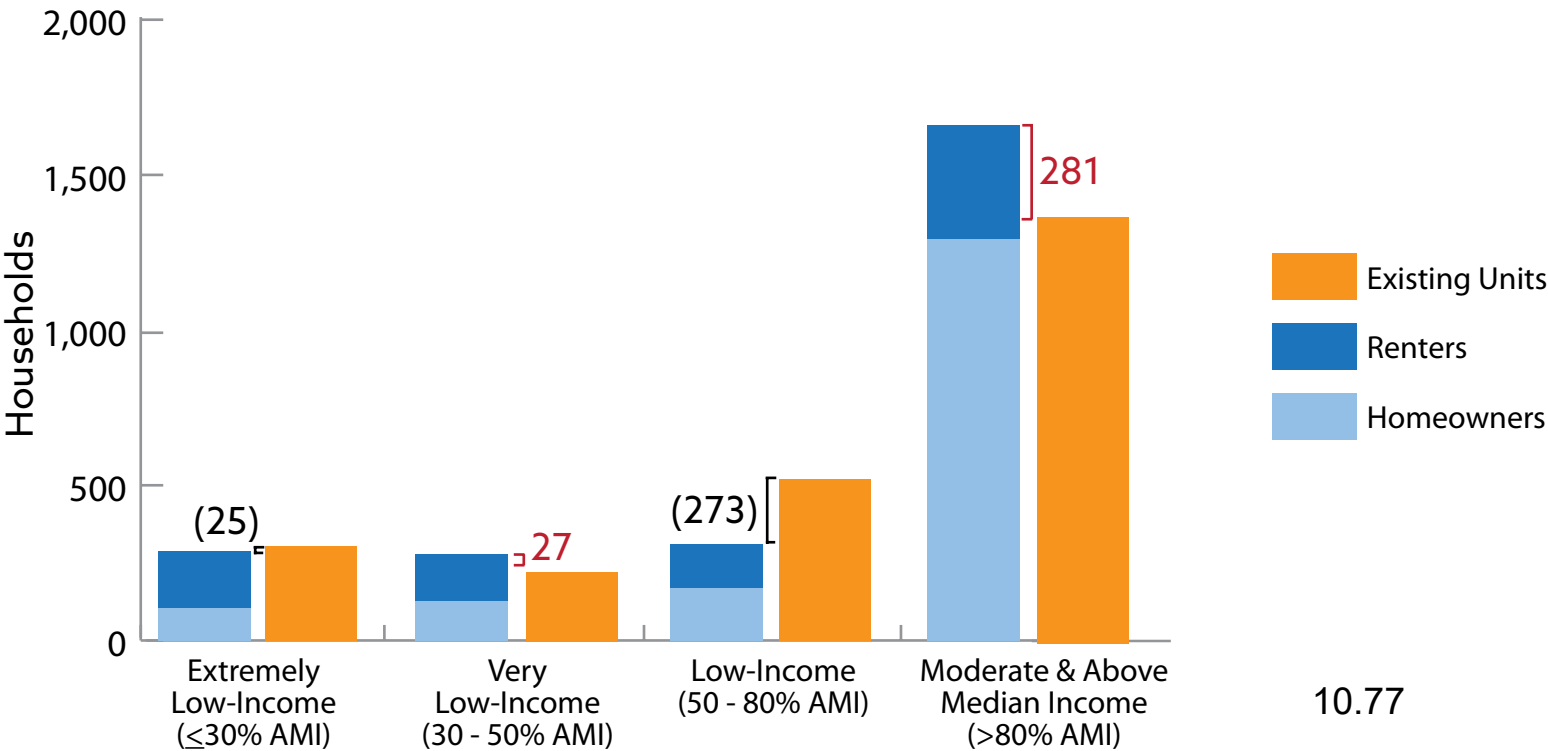
As housing supply and affordability elicit a regional focus, the analysis in the next few sections shows how the current and future housing supply in Stanwood can meet the needs of Snohomish County as a whole. To ensure the housing needs of all economic segments of the population are addressed and housing-related burdens are not simply transferred between jurisdictions, each community should attempt to take on its fair share of affordable housing.

Exhibit 36: *Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Stanwood)* shows the number of housing units in the city presently available to households within different income categories based on the income distribution within the county. Presently, there is not enough housing units priced for very low-income and moderate income and above households. The surplus in both the extremely low- and low-income ranges are almost equal to the gaps in the very low-income and moderate income and above ranges. If many households in the very low-income and moderate income and above categories can find housing that is even more affordable to them (affordable to the income category beneath them), then the chances that these households are cost-burdened are even lower. The reality is that households are competing for and living in housing units that are outside of what is affordable for their income range, but it is still a positive sign that the gaps and surpluses currently align closely to the countywide need.

Exhibit 36: Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Stanwood)

| INCOME LEVEL     | EXTREMELY LOW-INCOME | VERY LOW-INCOME | LOW-INCOME   | MODERATE & ABOVE MEDIAN INCOME |
|------------------|----------------------|-----------------|--------------|--------------------------------|
|                  | (≤30% AMI)           | (30-50% AMI)    | (50-80% AMI) | (>80% AMI)                     |
| Existing Need    | 285                  | 277             | 312          | 1661                           |
| Existing Housing | 310                  | 250             | 585          | 1380                           |
| Existing Gap     | (25)                 | 27              | (273)        | 281                            |

Exhibit 37: Housing Needs, Existing Supply, and Gaps/Surplus by Income Level (Stanwood)



Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [Snohomish County], 2021.



Future Housing Need by Income Level

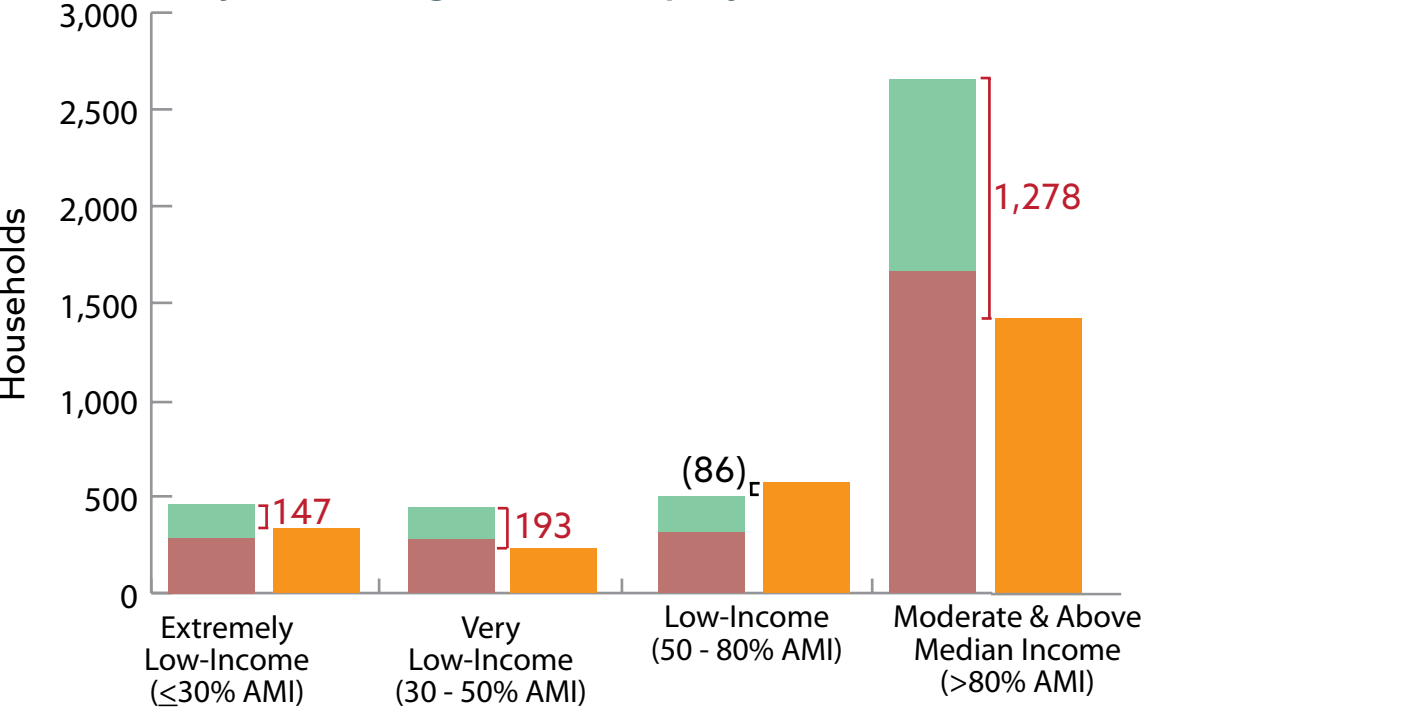
Exhibit 38: Projected Housing Needs and Gaps by Income Level (Stanwood) compares existing housing supply with the projected need based on the 2044 growth targets. This comparison assumes that the county income distribution will remain the same as the housing supply grows. For this analysis, owners and renters are grouped together. The 2044 gap numbers represent the largest housing supply needs. In other words, these numbers indicate where supply increases should be encouraged and do not explicitly define a lack of supply if growth targets are achieved. The gaps are based on existing supply of housing as it is hard to predict how much new housing will be built and where its price point will be. By 2044, it appears there will be a need for more housing in all ranges except for the low-income range (50 to 80% AMI).

The widening gap for the moderate and above median income range will likely be filled by market forces. This will hopefully have a positive effect and reduce pressure on more moderately priced units, as long as displacement and the loss of existing affordable units are avoided, which may require city intervention. As for the widening gap for the extremely low- and very low-incomes ranges, it will be necessary for the City to consider how to increase the supply of housing at those levels through incentives for affordable housing developments or by encouraging nonprofits to provide more rent-subsidized housing in the city.

Exhibit 38: Projected Housing Needs and Gaps by Income Level (Stanwood)

| Income Level     | Extremely Low-Income | Very Low-Income | Low-Income   | Moderate & Above Median Income |
|------------------|----------------------|-----------------|--------------|--------------------------------|
|                  | (≤30% AMI)           | (30-50% AMI)    | (50-80% AMI) | (>80% AMI)                     |
| Existing Need    | 285                  | 277             | 312          | 1661                           |
| Existing Housing | 310                  | 250             | 585          | 1380                           |
| 2044 Need        | 457                  | 443             | 499          | 2658                           |
| 2044 Gap         | 147                  | 193             | (86)         | 1,278                          |

Exhibit 39: Projected Housing Needs and Gaps by Income Level (Stanwood)



Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [Snohomish County], 2021.

Attachment B

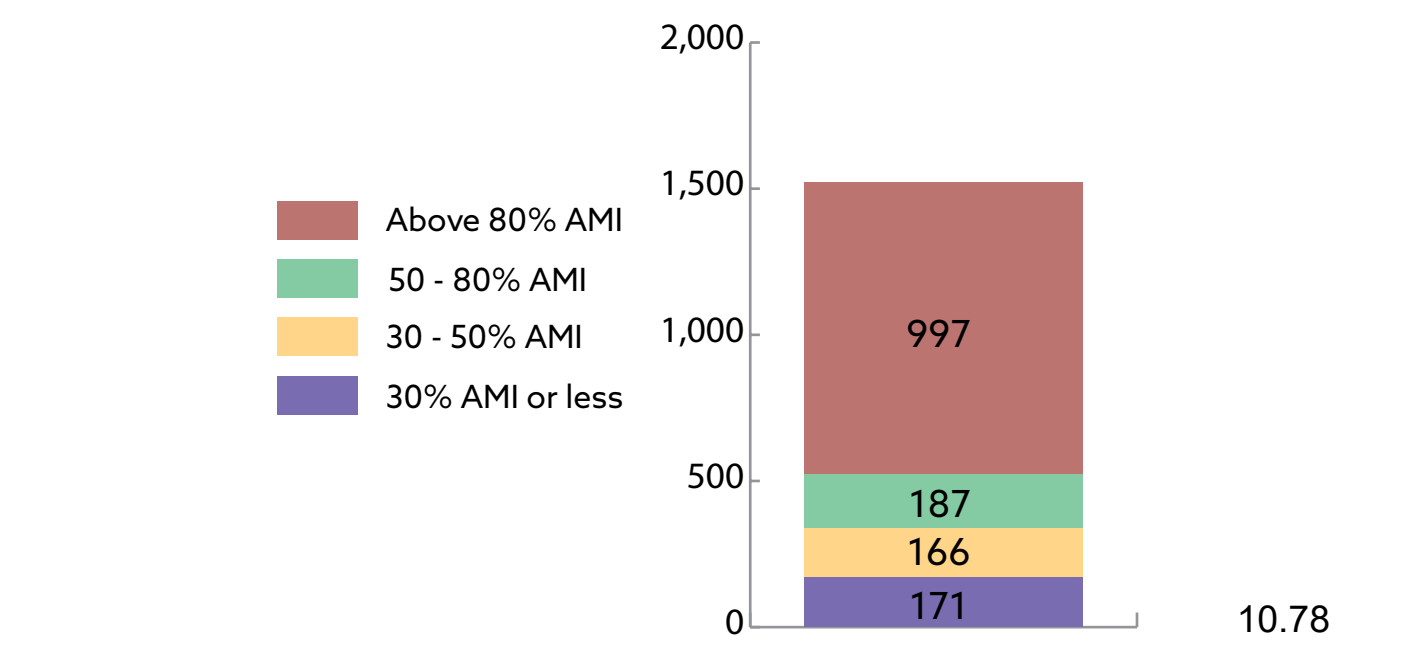
Exhibit 40: Current Gaps v. Projected Gaps Based on Existing Housing (Stanwood) gives a more in-depth look at how the existing supply gap is projected to change by 2044 by dividing the totals into owner versus renter-occupied units. This analysis extrapolates the existing county percentages of owner and renter households and applies them to the 2044 growth targets. As stated previously, the 2044 gaps are meant to show at which income levels and for which types of units production should be prioritized to meet the housing needs of the city's future population. More units available for ownership are generally needed across all income ranges, except where there is projected to be a surplus in the low-income range. By 2044, more rental units will be necessary for the very low-income and moderate income and above households, especially at the higher end of the spectrum. About 52% of the total units needed are ownership opportunities in the moderate income and above range, and 5% of the total units needed are rental opportunities in the very low-income range. Special attention will be needed to fill the gap in rental units for very low-income households through the provision of income-restricted units as mentioned above.

Exhibit 41: Housing Units Needed by 2044 to Accommodate Growth (Stanwood) summarizes the estimated new housing units needed by income level relative to HUD AMI to meet the 2044 growth target. Estimates are based on the current Snohomish County distribution of households by income level relative to HUD AMI.

Exhibit 40: Current Gaps v. Projected Gaps Based on Existing Housing (Stanwood)

|                                           | ALL UNITS    |          | UNITS TO OWN |          | UNITS TO RENT |          |
|-------------------------------------------|--------------|----------|--------------|----------|---------------|----------|
|                                           | EXISTING GAP | 2044 GAP | EXISTING GAP | 2044 GAP | EXISTING GAP  | 2044 GAP |
| Extremely Low-income (≤30% AMI)           | (25)         | 147      | 105          | 167      | (129)         | (20)     |
| Very Low-income (30-50% AMI)              | 27           | 193      | 33           | 111      | (6)           | 83       |
| Low-income (50-80% AMI)                   | (273)        | (86)     | (152)        | (51)     | (122)         | (35)     |
| Moderate & Above Median Income (>80% AMI) | 281          | 1,278    | 22           | 798      | 259           | 480      |

Exhibit 41: Housing Units Needed by 2044 to Accommodate Growth (Stanwood)



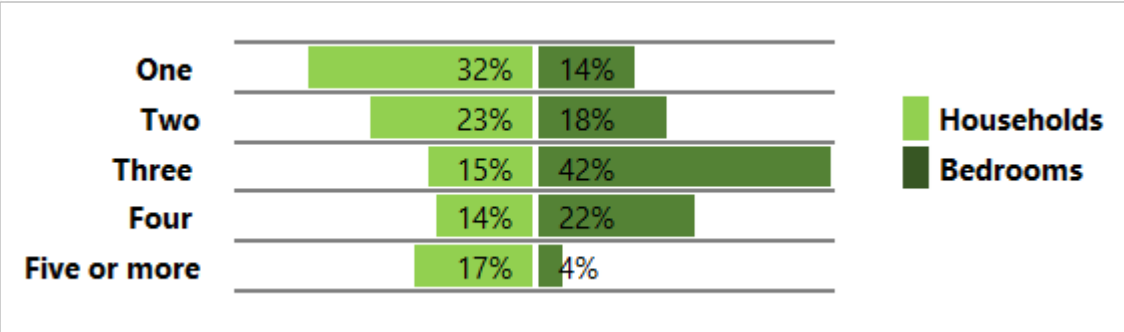
Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [Snohomish County], 2021.

4.2 DIVERSITY OF HOUSING CHOICES

Having a variety of housing choices is important for a city to meet the diverse needs of its population. Stanwood’s housing supply is composed primarily of single-family detached units (70%) or multifamily units in buildings of 10 or more units (18%).<sup>11</sup> While 55% of households in Stanwood have only one or two members, just 15% of units have one or fewer bedrooms, and 96% of these are rental units. A lack of smaller units compared to the percentage of one or two person households is noteworthy since smaller units are typically more affordable especially for smaller households that may be living off one income. It also means there is a lack of ownership options for younger families that may be looking to buy their first home and upsize later as their family grows.

11 2015-2019 ACS 5-year estimates.

Exhibit 42: Comparison of Household Size versus Number of Bedrooms (Stanwood)



Source: 2015-2019 ACS 5-year estimates.

Older Adults and Families with Children

Exhibit 43: Cost-Burdened Households by Type & Income Level (Stanwood) shows a few different household types that are cost-burdened in the city. Small families, which are families with 2 to 4 members (excluding older adults), make up the largest group of cost-burdened households. Seventy-four percent (74%) of them are low-income, earning less than 80% AMI. Many of these families likely have children since 38% of households in Stanwood have one or more people that are under 18.<sup>12</sup> Housing concerns for families with children include sufficiently large housing units and proximity to schools, childcare facilities, and other amenities.

About 35% of households in Stanwood have one or more people that are 60 and over. Sixty-four percent (64%) of older adults living alone that are cost-burdened are very low-income or extremely low-income, earning less than 50% AMI. Older adults primarily consist of retired or retirement age individuals who rely on a variety of income sources, such as retirement benefits, social security, and accrued wealth. The ACS does not capture who is retired but does include data on who has retirement pensions and incomes. Retired individuals have a limited budget that must sustain them for the remainder of their lives, which ranges greatly based on health, location, and lifestyle. Older adults have higher medical costs that may also contribute to financial insecurity. Those living in families may experience financial constraints as a result of more people living in the household that also require financial assistance or resources. Older adults choosing to age in place may require additional support services such as home modification, transportation, recreation and socialization, yard care, or care management and counseling.

12 2015-2019 ACS 5-year estimates.

Exhibit 43: Cost-Burdened Households by Type & Income Level (Stanwood)

| HOUSEHOLD TYPE            | EXTREMELY LOW-INCOME | VERY LOW-INCOME | LOW-INCOME   | MODERATE INCOME | ABOVE MEDIAN INCOME | ALL COST-BURDENED HOUSEHOLDS |
|---------------------------|----------------------|-----------------|--------------|-----------------|---------------------|------------------------------|
|                           | (≤30% AMI)           | (30-50% AMI)    | (50-80% AMI) | (80-100% AMI)   | (>100% AMI)         |                              |
| Older Adult Family        | 30                   | 0               | 30           | 0               | 15                  | 75                           |
| Older Adults Living Alone | 60                   | 30              | 30           | 20              | 0                   | 140                          |
| Large Family              | 45                   | 20              | 30           | 10              | 0                   | 105                          |
| Small Family              | 75                   | 45              | 105          | 80              | 15                  | 320                          |
| Other                     | 50                   | 0               | 15           | 0               | 70                  | 135                          |
| Total                     | 260                  | 95              | 210          | 110             | 100                 | 775                          |

Source: HUD CHAS (based on ACS 2014-2018 5-year estimates).

- Older Adult Family: Two persons, either or both age 62 or older
- Older Adults Living Alone: A person 62+ living alone
- Large Family: Families with 5 or more members
- Small Family: Families with 2-4 members (excluding older adult families)
- Other: Non-family, non-elderly adult households (including those living alone or with housemates)

Subsidized and Income-Restricted Units

As discussed earlier, subsidized or income-restricted units are one of the most important types of housing a city requires to ensure all housing needs are met. Without such units, it is difficult for many low-income households to avoid being cost-burdened. Furthermore, among these units, variety is necessary for the diversity of household types. The NHPD shows there are currently 188 subsidized units in Stanwood, split among seven developments. Fifty-nine percent (59%) of the units are targeted toward the elderly and almost solely contain 1-bedroom units, so they are supplying housing for some of the cost-burdened older adults mentioned earlier. Three of them provide a mix of 1-, 2-, and 3-bedroom options for families.<sup>13</sup> These developments will hopefully be preserved and even be accompanied by similar options in the city in the future.

13 NHPD, 2021.

4.3 LAND CAPACITY ANALYSIS

In addition to preparing the 2044 growth targets, the Snohomish County BLR analysis determined the remaining capacity within the city based upon developable land. This was done for both employment and housing capacity. Although both are important for planning growth and development within the city over the next couple of decades, this report is mainly concerned with the latter. A land capacity analysis calculates the amount of vacant, partially used, and underutilized lands as well as land that has potential for redevelopment. This process identifies the potential for land within a community’s boundaries to accommodate anticipated housing growth given the current zoning restrictions. As of 2019, Stanwood has a remaining net capacity of 1,689 units. To meet the 2044 population growth target, Stanwood needs around 1,522 new units, which means there is a surplus capacity of 167 units.

Zoning Considerations

Another component of the land capacity analysis estimates the expected types of housing that will be built with the remaining capacity based on the zoning of the land where the capacity lies. This relies on the assumption that land zoned for lower densities will be developed with single-family units and that land zoned for higher densities will be developed with multifamily units. The capacity for single-family units is the sum of the single-family unit capacity and the townhouse unit capacity in the Snohomish County BLR remaining capacity breakdown for Stanwood. The capacity for multifamily units is the sum of the multifamily unit capacity and senior apartment unit capacity. Another assumption used for the analysis is that single-family units will likely provide opportunities for homeownership while multifamily units will likely be occupied by renters. Although these are just assumptions, the exercise allows for a comparison between the current mix of owners versus renters in the city with the type of opportunities the remaining capacity may provide.

*Exhibit 44: Zoning of Land Capacity Compared with Current Tenure (Stanwood)* shows that about 55% of the remaining capacity in Stanwood is zoned for lower density residential or land that will most likely be developed as single-family residential. This is about 15% lower than the current percentage of households that are owners. Approximately 45% of the land is zoned for multifamily uses that may provide rental opportunities in the future, and presently 30% of households are renters. With a nearly even split of remaining capacity between lower density and higher density zoned land, the split of owner versus renter households is likely going to align more closely in the future as well.

Exhibit 44: Zoning of Land Capacity Compared with Current Tenure (Stanwood)

| ZONING CAPACITY | PERCENTAGE OF LAND WITH REMAINING CAPACITY ZONED FOR: | HOUSEHOLD TENURE PERCENTAGES, 2019 | CURRENT TENURE |
|-----------------|-------------------------------------------------------|------------------------------------|----------------|
| Single-family   | 55%                                                   | 70%                                | Owner          |
| Multifamily     | 45%                                                   | 30%                                | Renter         |

Source: ([Snohomish County], 2021; 2015-2019 ACS 5-year estimates.)

Another interesting comparison from the land capacity analysis compares the anticipated number of units, divided by type, with the projected need. The projected need is based on the 2044 growth targets, and it has already been shown that there is surplus capacity in terms of total units. *Exhibit 45: Zoning of Land Capacity Compared with Projected Need (Stanwood)* displays the approximate totals of the remaining capacity broken down into single-family versus multifamily. This is evaluated against the projected 2044 need of owner-occupied and renter-occupied units as taken from the gap analysis. An insufficient capacity results when comparing the number of owner-occupied units with the projected need. In contrast, a large surplus of rental units is found when comparing the need with the expected zoning capacity. However, this is where the assumptions that lower density development provides ownership opportunities and higher density development provides rental opportunities may be tested. The projected demand for ownership opportunities and the surplus capacity of land available for multifamily development may lead to the production of condominiums or other high density ownership options in Stanwood.

Exhibit 45: Zoning of Land Capacity Compared with Projected Need (Stanwood)

| ZONING CAPACITY | CAPACITY REMAINING IN UNIT TYPE PER ZONING: | 2044 PROJECTED NEED | CURRENT TENURE |
|-----------------|---------------------------------------------|---------------------|----------------|
| Single-family   | 931                                         | 1,017               | Units to Own   |
| Multifamily     | 758                                         | 505                 | Units to Rent  |

Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS (based on ACS 2014-2018 5-year estimates); [Snohomish County], 2021.)

4.4 HUD LOCATION AFFORDABILITY INDEX

As a last glimpse at overall affordability of Stanwood and how different household types may be experiencing financial difficulties, *Exhibit 46: HUD Location Affordability Index (Stanwood)* shows the results of the Location Affordability Index (LAI) for the city. The LAI was developed by HUD and the US Department of Transportation (DOT) in 2013 to better understand housing and transportation costs for specific geographies. This joint effort of HUD and the DOT stems from the reality that, aside from housing, transportation is the largest expense for most households. The index models eight different household profiles, shown in the table below, that vary by percent of area median income, number of people, and number of commuters. The calculations account for twenty-four measures such as monthly housing costs, average number of rooms per housing unit, average vehicle miles traveled per year, walkability, street connectivity, and others. These eight model households are not meant to represent specific groups but are rather useful for relative comparison to the digester’s particular situation. Broken down to the neighborhood (census tract) level, the LAI offers what percentage of their income each household profile would typically spend on housing and transportation costs. This information can be useful to the general public, policymakers, and developers in determining where to live, work, and invest.

Version 3, the most recent version of the LAI, was published in March 2019. Its data sources include the 2016-2012 5-year American Community Survey, 2014 Longitudinal Employer-Household Dynamics, and a few others. The eight household profiles modeled for the LAI are displayed. Please see the accompanying table for descriptions of each of the household types. Only three household profiles (Very Low-Income Individual, Retired Couple, and Single-Parent Family) are shown to be cost-burdened, or paying 30% or more of their income on housing costs. If this were the only measure of affordability under consideration, as it has been treated in this report thus far, Stanwood would seem to be a reasonably affordable place to live. However, once transportation costs are brought into the conversation, the lack of affordability in Stanwood becomes more concerning. All profiles spend 30% or more of their income on housing and transportation costs combined, and all but two profiles spend over 45%, which is the maximum portion of income that should be spent on both types of costs. If this maximum is exceeded, HUD deems the location as unaffordable for the household profile in question. The most shocking number is the 72% of income spent on transportation costs by the Very Low-Income Individual profile, which brings their total spent on housing and transportation to 117% of their income.

The LAI shows how accessibility to work and amenities cannot be overlooked when addressing a city’s affordability issues, especially when accessibility itself is one of the determinants of housing costs. The high accessibility of a walkable, well-located neighborhood is normally added into the price of the rental and for sale housing there. Conversely, housing in a more rural area with lower access to opportunity will be priced at a discount. If a household living in a more rural area is paying only 20% of their income on housing but also 20% of their income on transportation and their urban counterpart is paying 30% of their income housing but only 10% on transportation, the more rural household should not be considered to have a more affordable living situation. The LAI shows that Stanwood should contemplate both housing and transportation costs if attempting to increase overall affordability for residents.

| HOUSEHOLD TYPE             | INCOME                                                                    | SIZE | NUMBER OF COMMUTERS |
|----------------------------|---------------------------------------------------------------------------|------|---------------------|
| Median Income Family       | 100% AMI                                                                  | 4    | 2                   |
| Very Low-Income Individual | National poverty line<br>(\$11,880 for a single person household in 2016) | 1    | 1                   |
| Working Individual         | 50% AMI                                                                   | 1    | 1                   |
| Single Professional        | 135% AMI                                                                  | 1    | 1                   |
| Retired Couple             | 80% AMI                                                                   | 2    | 0                   |
| Single-Parent Family       | 50% AMI                                                                   | 3    | 1                   |
| Moderate Income Family     | 80% AMI                                                                   | 3    | 1                   |
| Dual-Professional Family   | 150% AMI                                                                  | 4    | 2                   |



Exhibit 46: HUD Location Affordability Index (Stanwood)

| HOUSEHOLD PROFILE                                                                                                 | SHARE OF INCOME SPENT ON | PERCENTAGE | HOUSEHOLD PROFILE                                                                                                 | SHARE OF INCOME SPENT ON | PERCENTAGE |
|-------------------------------------------------------------------------------------------------------------------|--------------------------|------------|-------------------------------------------------------------------------------------------------------------------|--------------------------|------------|
| <br>Median Income Family       | Transportation           | 24%        | <br>Retired Couple             | Transportation           | 16%        |
|                                                                                                                   | Housing                  | 24%        |                                                                                                                   | Housing                  | 30%        |
|                                                                                                                   | Housing + Transportation | 47%        |                                                                                                                   | Housing + Transportation | 46%        |
| <br>Very Low-Income Individual | Transportation           | 72%        | <br>Single-Parent Family       | Transportation           | 33%        |
|                                                                                                                   | Housing                  | 45%        |                                                                                                                   | Housing                  | 35%        |
|                                                                                                                   | Housing + Transportation | 117%       |                                                                                                                   | Housing + Transportation | 67%        |
| <br>Working Individual       | Transportation           | 29%        | <br>Moderate Income Family   | Transportation           | 22%        |
|                                                                                                                   | Housing                  | 27%        |                                                                                                                   | Housing                  | 28%        |
|                                                                                                                   | Housing + Transportation | 56%        |                                                                                                                   | Housing + Transportation | 50%        |
| <br>Single Professional      | Transportation           | 13%        | <br>Dual-Professional Family | Transportation           | 16%        |
|                                                                                                                   | Housing                  | 17%        |                                                                                                                   | Housing                  | 20%        |
|                                                                                                                   | Housing + Transportation | 30%        |                                                                                                                   | Housing + Transportation | 36%        |

Source: (HUD (based on ACS 2012-2016 5-year estimates).



**KEY TAKEAWAYS: GAP ANALYSIS**

**Housing Needed to Accommodate Future Growth**

- Stanwood will need to increase its average rate of production of 46.9 units per year between 2010 and 2019 to around 61 units annually to meet its 2044 growth target.
- Accounting for the income distribution within the county, there is not enough housing in Stanwood to meet the countywide need for very low-income and moderate income and above households based on what they can afford (not be cost-burdened). However, the surplus in both the extremely low-income and low-income ranges are almost equal to the gaps in the very low-income and moderate income and above ranges.
- A widening gap in the lower income ranges by 2044 means Stanwood will likely need to consider how to increase the supply housing at those levels through incentives for affordable housing developments or by encouraging the provision of more rent-subsidized housing.
- For all existing gaps, an effort should be made to preserve the housing that is currently available at those price points.

**Diversity of Housing Choices**

- By comparing the household sizes and number of bedrooms provided in units in Stanwood, there do not appear to be enough smaller units, which could provide sufficiently sized, more affordable housing options for smaller households.
- Small families and older adults living alone are two household types that are currently experiencing proportionally higher rates of cost-burden.
- The existing supply of subsidized housing in Stanwood will need to be preserved and expanded to meet the needs of the various types of households that are low-income.

**Land Capacity Analysis**

- As of 2019, Stanwood has enough vacant or redevelopable land to meet its 2044 growth targets.
- About 55% of the land that is vacant or redevelopable is zoned for lower density or single-family development, and 45% is zoned for higher density or multifamily development. If fully developed, this would result in approximately 931 single-family units and 758 multifamily units.
- The current mix of owner households versus renter households is 70% owners versus 30% renters.
- The gap analysis projects that 1,017 owner-occupied units and 505 renter-occupied units will be needed by 2044 to meet the growth targets.

**HUD Location Affordability Index**

- According to the LAI, only three household profiles (Very Low-Income Individual, Retired Couple, and Single-Parent Family) are shown to be cost-burdened. However, once transportation costs are estimated, only two profiles (Single Professional and Dual-Professional Family) do not spend more than 45% of their household income on housing and transportation costs combined.
- The Very Low-Income Individual profile is estimated to typically spend more than their annual income (117%) on housing and transportation costs.

**Attachment B**

**NEXT STEPS**

This Housing Needs Assessment identifies Stanwood’s current and future housing needs. In addition to the HNA, the Housing Action Plan will be informed by a public engagement effort and an assessment of existing city policies and regulations. Housing Action Plan strategies will address identified needs and policy changes and will be presented to Council for review and adoption in 2023.

**The ache for home lives in all of us, the safe place where we can go and not be questioned.**

**-Maya Angelou**  
**Poet & Activist**

10.82

APPENDIX C

Public Engagement Summary

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## INTRODUCTION

### Purpose of Engagement

The City of Stanwood is developing a Housing Action Plan to create a strategy for the future housing needs of the of the Stanwood community. Stanwood, which sits in Snohomish County, was historically an agricultural and resource producing area and now is mostly comprised of low-density, single-family development. The City's population has increased over the last twenty years paralleling the growth of the regional economy. The purpose of Stanwood's Housing Action Plan (HAP) is to encourage housing conditions appropriate for Stanwood's population today and tomorrow.

The City of Stanwood applied for and received grant funding allocated by the Washington State Department of Commerce as part of E2SHB 1923. This grant funding has enabled the development of a HAP, which resulted in the May 2022 Housing Needs Assessment (HNA). The HNA evaluated the current and future housing needs of all economic segments within the community and is one part of the existing conditions used to develop a HAP. Community opinion and desires through the outreach process summarized in this document will also heavily inform the HAP.

The purpose of the Housing Action Plan Outreach Survey and Community Input Processes is to gather input from the residents, organizations, and developers which can inform the update of the Housing Action Plan. Public outreach provides residents with the ability to participate in the long-range planning of their housing conditions. This document outlines the process by which the Stanwood community was engaged, as well as analysis of the feedback received.

## METHODS

The City of Stanwood is in the process of updating their Comprehensive Plan. In doing so, extensive engagement was completed. To consolidate engagement efforts, the engagement completed for the Comprehensive Plan has been referenced for the HAP. The feedback outlined herein are relevant trends and themes pertaining to housing gathered from the engagement completed for the Comprehensive Plan updates.

### City Website

The City of Stanwood posted an online form on their website as part of the Comprehensive Plan update for community members to provide feedback. Some respondents noted the need for more multi-family housing for increasing population specifically for older adults and low-income residents. Residents did express a desire to maintain the small-town feel. It's important to note that we do not know whether respondents are Stanwood residents. Further, the feedback received as part of the city website pertained to the comprehensive plan and may not represent resident perspectives related to housing. The City Website Comments are included in Appendix A.

### Online Survey

A planning survey was completed in July 2022 in which 278 people responded. The questions asked respondents to generally provide feedback about Stanwood's current housing supply and development and which needs they believe are the most salient. The survey was posted on the City's website, on social media platforms, and distributed at a local farmers market and ran for approximately four weeks in July 2022. The analysis below describes the perceptions and aspirations of the respondents as they pertain to housing in Stanwood. A complete tabulation of the results is provided in the appendices.

### Farmer's Market

Farmer's market attendees expressed the need for more subsidized housing, a streamlined permitting process, and concern over maintaining rural character. It is important to note that due to the nature of how feedback at the farmer's market was gathered, we do not know how many people are represented in each comment and whether the respondents live in Stanwood.

Affordable Housing

Farmer’s Market attendees acknowledged a lack of affordable housing in the city as it shifts to a more urban area. Some attendees noted that rent is becoming too expensive. Some viewed subsidies housing, renter rights, and section eight housing as necessary, but others saw single-family residential development as the only acceptable form of development. At one farmers’ market, attendees were polled on preferences for multifamily housing styles. There was the

most buy-in for duplex/townhouse styles, followed by triplex/fourplex. However, many attendees said none of the development styles were acceptable. Some residents expressed a need for more multi-family development to support affordability, while others noted they believed that multi-family development led to higher rates of crime, greater pressure on road infrastructure, and urban sprawl. Some respondents expressed support for mixed-use zoning to diversify the type of development that exists within the City.



Figure 1: Farmer's Market Engagement Events

Permitting

Farmer’s market attendees express a need to streamline the permitting process to support residential development. Residents felt that the permitting process has historically been slow and that impacts development. Some attendees have had bad experiences in the past with the permitting process, which made them wary to go through the process again.

Rural Character

Some Farmer’s Market attendees felt that Stanwood should focus on preserving and maintaining the rural character of the City. Some residents noted that they would prefer there be no more development in Stanwood to maintain its character. Attendees expressed concern over school and road capacity noting that the current infrastructure may not be able to accommodate more growth. Some residents noted a need for more property maintenance to preserve the current infrastructure and housing stock.

Open House

A open house was hosted to discuss three broad goals of the comprehensive community plan: simplified zoning, resolving land use issues, and improved economic development. This comprised a discussion and a mapping exercise, the results of which are summarized below. It is important to note that the residents attended through the lens of the comprehensive community plan and results may not represent opinions and beliefs related to housing. Comments unrelated to housing have not been included in this overview.

Land Use

Resolving issues currently presented by land use conflicts is seen as very worthwhile in Stanwood. Residents are interested in more residential development in the commercial core, including mixed-use structures and townhomes. Residents believe the residential growth can be increased on the east side of town where mixed-use efforts have not proven to be successful.



## SURVEY RESULTS

The analysis below describes the perceptions and aspirations of respondents as they pertain to housing in Stanwood. Due to rounding, percentages may not add to 100. Complete tabulation of data is given in Appendix B-D.

### Respondent Profile

The survey respondent sample was older, whiter, and more affluent than the population of Stanwood. The majority (57%) of respondents were between the ages of 35 and 54, followed by 24% of respondents between 55 and 74, 17% under 34, and 2.5% over 75 years of age. The respondent profile underrepresents residents below the age of 34 and over the age of 75. The respondent profile overrepresents residents between 35 and 74 age group. The majority (87%) of respondents were white, 4% were multiracial or biracial, 4% were an ethnicity not noted, 2% were Asian or Pacific Islander, 1.5% were Hispanic or Latino, 0.7% were Native American or Alaskan Native, and 0.4% were Black or African American. The ethnicity of the respondent profile is generally aligned with the residents of Stanwood.

Homeowners were overrepresented in the survey with only 8% of respondents being renters. In comparison, rentals make up 30% of Stanwood's housing supply. A large portion of respondents (43%) have lived in their current homes for less than five years, 20% have lived in their current homes for 6-10 years, and 26% have lived in their current homes for more than ten years. Most respondents (31%) travel more than 20 miles from their home each day.

Nearly all respondents (94%) live in single family homes. However, single-family homes make up only 74% of Stanwood's housing supply meaning respondents living in single-family homes are overrepresented in this survey. Approximately 2% of respondents live in townhomes, duplexes, or triplexes; 2% in mobile or manufactured homes; 0.7% in a multi-family housing unit; and 0.7% in an accessory dwelling unit. Residents living in multi-family units were underrepresented in this survey. Thirty-five percent of respondents indicated housing costs as a serious financial burden.

### Significance

This survey received 278 responses, which is approximately three and one half percent of the City's population. This sample size can be considered a significant amount although not representative of Stanwood as a whole, considering 97% of respondents were homeowners, mostly aged between 35-54, and mostly white.

### Housing Satisfaction

Survey respondents are mostly satisfied with the quality of their current housing. Respondents are most dissatisfied with price with 30% being neutral, 18% being dissatisfied, and 8% being very dissatisfied. All other metrics had less than a 10% dissatisfaction rate.

Survey respondents agreed that Stanwood is a good place to live if you can live there. Eighty-three percent of respondents believed that Stanwood is a great place to live in general and 89% believe Stanwood is a good place for families to live. Approximately 66% of respondents believe Stanwood is a good place for older people to live. Approximately 54% of respondents agreed that Stanwood has services and amenities that improve quality of life.

In general, respondents believe that Stanwood is a nice place to live. However, 70% of respondents do not believe young people can find comfortable, adequate housing within in Stanwood and 41% of respondents are concerned about being able to live in Stanwood in the future. .

**Q: HOW SATISFIED ARE YOU WITH YOUR CURRENT HOUSING IN REGARD TO THE FOLLOWING CRITERIA?**

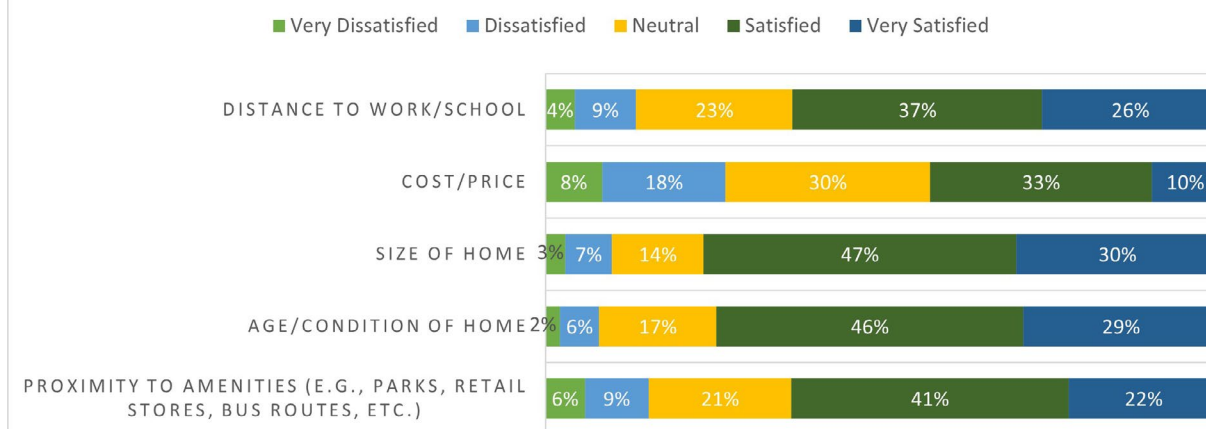


Figure 2: Breakdown of sample satisfaction with housing conditions.

**Q: HOW LIKELY ARE YOU TO AGREE OR DISAGREE WITH THE FOLLOWING STATEMENTS?**

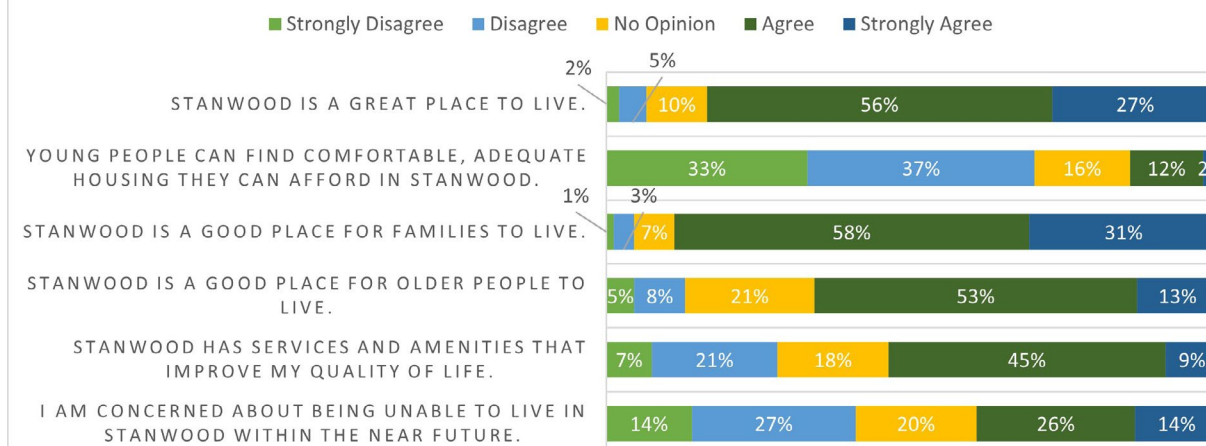


Figure 3: Broad sample satisfaction with housing conditions.

## Preferred Housing Options

Respondents believe that Stanwood needs more affordable housing options (for those earning 80% or less than the area median income) and affordable housing options for those who work in the community. The respondents are divided on whether Stanwood needs more apartments (with 34% agreeing more apartments are needed and 47% disagreeing). Most respondents (60%) believe Stanwood needs smaller housing options for smaller households. Respondents generally believe that more emergency housing options and services (e.g., shelters, transitional housing, day centers, assistance for victims of domestic violence, etc.) is not needed and that larger homes are not necessary. The full breakdown of perceptions on types of housing needed is demonstrated in Figure 4 below

**Q: INDICATE HOW MUCH YOU AGREE OR DISAGREE WITH THE FOLLOWING STATEMENTS. STANWOOD NEEDS MORE...**

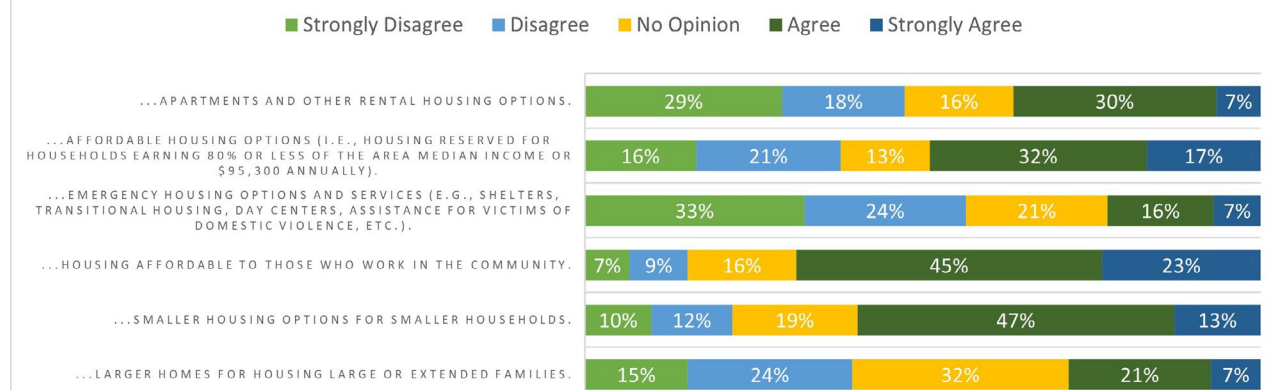


Figure 4: Breakdown of preferred housing options.

## Potential Housing Solutions

Respondents agreed with most of the housing support measures. Approximately 73% of respondents believe that ensuring existing housing is in good condition was a good solution and 80% believe providing support for older community members is a good housing solution. Approximately 60% of respondents agreed that providing support for working families and fixed income households who spend a disproportionate amount on housing was a good solution and 61% of respondents believed protecting residents from being displaced or forced out of their housing was a good housing solution. The respondents were divided on whether building dedicated affordable housing units was a good housing solution, which contradicts the findings in the previous section demonstrated in Figure 3 above. Approximately 38% of respondents

agreed building dedicated affordable housing units was a good housing solution while 37% disagreed (the remainder of respondents had no opinion or were unsure). The full breakdown of potential housing solution perceptions is given in Figure 5 below.

When asked to rank specific types of housing, respondents favored senior/assisted living, townhomes/duplexes/triplexes, and accessory dwelling units above multi-family housing and manufactured housing with 27-28% of respondents ranking them as their first choice. In comparison, only 14% of respondents ranked multifamily housing as their first choice and 7% ranked manufacturer housing as their first choice. Approximately 48% of respondents ranked manufactured housing as their last choice and 25% ranked multifamily housing as their last choice. The full breakdown of ranked housing types is given in Figure 6 below.

### Q: INDICATE HOW YOU FEEL ABOUT SOME OF THESE POTENTIAL HOUSING SOLUTIONS.

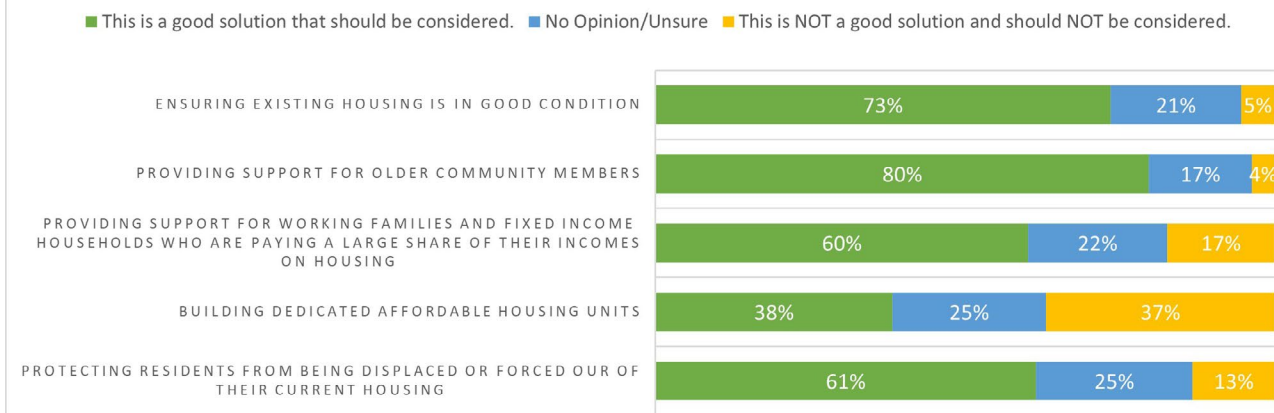


Figure 5: Breakdown of housing option preferences.

### Q: OUTSIDE OF THE MOST COMMON TYPE OF HOUSING IN STANWOOD (SINGLE-FAMILY HOMES), WHAT TYPE OF HOUSING WOULD YOU LIKE TO SEE ACCOMMODATE THE GROWING NEED?

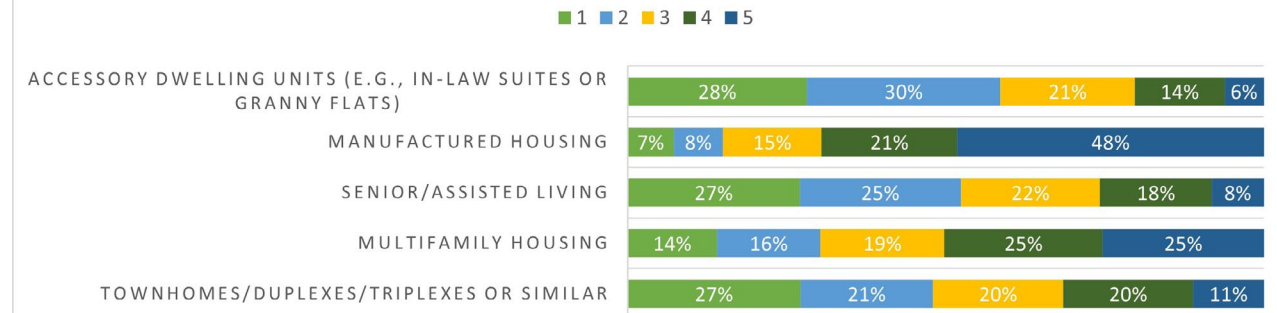


Figure 6: Breakdown of preferred housing options.

## Limitations

Most of the community engagement completed was through the lens of the comprehensive community plan. Respondents may not have provided feedback related to housing as they were not prompted to do so. We do not know whether the feedback received from the comprehensive plan engagements (advisory group, farmer's market, and open house) represents the residents' opinions related to housing. For the online survey, we do not know how many respondents live and/or work in Stanwood. As such, we do not know the accuracy of the feedback received. Further, renters were underrepresented in the survey and their beliefs may not be accurately portrayed. Given the limitations of the survey, we would recommend additional engagement to inform the Housing Action Plan.

## Conclusion

The community in Stanwood is largely satisfied with their existing housing stock and believe that the City of Stanwood is a good place to live. However, the residents recognize that affordability is an issue and that more affordable housing options would benefit the community. That being said, many respondents were not in favor of dedicated affordable housing units. To alleviate housing pressures and increase affordability, residents would prefer to see smaller units built for smaller households (i.e., accessory dwelling units, townhomes/duplexes/triplexes, and senior assisted living). Further, as the population grows, there is a strong desire to preserve the rural character of the town. The need to preserve the small-town feel was consistently heard throughout the entirety of the public engagement. As one respondent noted, "more cows and less people – don't lose sight of the small town feel that Stanwood is!" The nuances of the community's opinions of housing type and solutions will inform the creation of the Housing Action Plan.

## Public Engagement Summary

APPENDIX A: CITY WEBSITE SURVEY  
RESPONSES

The City posted five questions on their website and received 19 responses. The majority of responses did not only relate to housing as the engagement was complete as part of the 2024 Comprehensive Plan update. As such, responses pertaining only to housing are included below. .

1. ***What is your vision of the City of Stanwood in the year 2044?***

- A transportation hub between communities. Improved human movement: pedestrian, bikes, trains, scooters, cars and other wheeled vehicles. MORE TREES downtown. A lot more people, probably too many sprawling look-alike neighborhoods.
- Adequate housing resources including low income and older adult
- Keep the rural farmlands untouched and limit urban growth to within city limits.
- A country town, no bigger than it is now. We have many towns and cities surrounding Stanwood that people can live if they want the city lifestyle. Please keep Stanwood/Camano small-town feel and a country atmosphere. Please slow and limit growth.
- Rural, small town feel. That is what drew

most people here. Not becoming another Kent, WA.

- Thanks for the opportunity to contribute thoughts. It would be a town offering "home" to the 100s of families who have bought into the suburbia of Cedarhome, that they could get out of their huge square houses to a pleasant surroundings of well managed and directed town components. Just read the urbanization article about converting the streets from "stroard" to ones which are inviting, unthreatening, offering respite from the mess all to the south of us. If one looks at the satellite photos of the area from downtown to the east, it is truly shocking: there is nothing but houses and mouse maze roads for miles and miles. The area could do with a great big tree-ed park at the top of the hill! Get Schonberg, Robinett, Hines (and me) to get involved with the land conversion/ conservation from pasture and woods into a park area that will be valid for eons in usefulness. So many organizations are saving the land AROUND Stanwood; it is time for the City government to get on the bandwagon too. Many towns are taking control of urban sprawl...Stanwood looks worse that Lynnwood and needs to get some control of its own. In my vision, Stanwood takes a page from Skagit and mantains and celebrates its rural look, feeling and history. Growth is limited (very,



very LIMITED!) to the downtown core. Residential development is prevented from encroaching into the agricultural/rural areas. No 'big box' stores are allowed, but independently-owned businesses are promoted and incentives are provided to building owners so that the small businesses just getting started are given every opportunity to succeed. Citizen input is sought and their recommendations are not ignored. Stanwood becomes an agri-tourism destination, with family farms being protected and celebrated.

- My vision of Stanwood would be a community that continues to be one that welcomes people here, whether they are visitors or looking to establish themselves. As a community, we need to balance values that serve the common interest, and not just lone individuals or groups; have policies in place that moderate new development with our rural landscape and desire to retain greenspaces and pedestrian-friendly environments; and protect our youth while providing them with the resources they need to become educated and contributors to the community.
- I've lived south of Stanwood for 22 years. I love the area and quaintness of the town. Keep Stanwood as a small town where people know each other. Save our farmland. Once it is gone, it is gone forever.

- No more people without proper services--a hospital, another grocery store, AND each time more houses are built the roads MUST be widened to four lanes especially 532 from I-5 to Camano Island. It is a disgrace to have so much traffic in a town that was not built to handle modern day traffic. We also need more lights: one in front of Orchards Nursery so folks can get in and out b/c the traffic to and from Camano Island is just too much to get out safely. More cops so we don't have druggies and homeless folks ruining our town like Smokey Point and Marysville and Everett which people are fleeing. Actively patrol for fireworks that are going off and should not. Ban them even on the fourth of July. I am tired of finding them on my roof. A ban on PIT BULLS as more and more attacks every day are on MSN; Yahoo; News. I think kids need a good skateboard park they can access easily. Perhaps the Y? I don't think the one downtown gets used. Less grass for lawns. Grass uses a lot of water. Use native plants that bear fruit to offset food shortages. For example instead of planting ugly cheap trees along sidewalks; you could use apple trees (columnar ones that grow straight or reachables that are short) that are pretty when they bloom and people could harvest. Other ground cover like Stevens Cranberry or natural dividers like tea trees or blueberry bushes; Nanking Cherry trees; you get the point.

- We need to keep our farmland and slow development. Keep and maintain parks and aquire land for greenbelts and parks. I dont want to see 532 as a 6 lane highway with traffic lights at every crossroad. We need to be tough on crime and not allow unhoused to hang around here. Dont allow pot shops in town. Multi story Condos in high density areas should be very close to I-5

## 2. ***What community improvements or opportunities do you think Stanwood should pursue over the next 20 years?***

- Require developers to replant more landscaping than currently required to. Not just cedar aborvitae. More commercial zoning so that people can live and work here.
- Expand multi family housing for increasing population of older adults including low income.
- High density affordable housing instead of single family houses.
- Build up not out. Develop in the already developed areas utilizing vertical space for apartments and condos if you HAVE to add homes
- A better library. A better system of paths, trails, parks and sidewalks for everyone who lives within the city limits area. Proper

parking for Camano/rural Stanwood folks to come and use the trails. A reputation for "growth" that holds health and an outdoor lifestyle as a community value. Let's utilize the coastal access we have and create a place where people want to get out of their cars and walk around and shop. Young families will be filling up Stanwood with the houses being built. Let's support the schools in every way we can. Why are you allowing rehab facilities to be set up within walking distance?

## 3. ***What changes would you propose to the Comprehensive Plan?***

- No more single family housing units. None.
- Limit growth. Improve the safety of Highway 532 with either dividers, round-a-bouts, or lights.
- Actually commit to "reducing urban sprawl" That isn't happening currently. City limits keep expanding and sprawling into rural farmland

## 4. ***What changes would you propose to the Municipal Code?***

- More multi family dwellings especially for low income families and older adults
- Regulate for the Long Term instead of allowing just any thing through...

Public Engagement Summary

APPENDIX B:  
SURVEY DEMOGRAPHICS

The below tables describe the reported demographics of adult survey participants. Color formatting shades higher percentages blue.

TABLE 1: QUESTION 1

| Select your age range. |           |     |
|------------------------|-----------|-----|
| Answer Choices         | Responses |     |
| Under 34               | 17.03%    | 47  |
| 35 to 54               | 56.88%    | 157 |
| 55 to 74               | 23.55%    | 65  |
| 75+                    | 2.54%     | 7   |
|                        | Answered  | 276 |
|                        | Skipped   | 2   |

TABLE 2: QUESTION 2

| Which of the following best describes you? |           |     |
|--------------------------------------------|-----------|-----|
| Answer Choices                             | Responses |     |
| Asian or Pacific Islander                  | 2.19%     | 6   |
| Black or African American                  | 0.36%     | 1   |
| Hispanic or Latino                         | 1.46%     | 4   |
| Native American or Alaskan Native          | 0.73%     | 2   |
| White                                      | 86.50%    | 237 |
| Multiracial or Biracial                    | 4.38%     | 12  |
| A race/ethnicity not listed here           | 4.38%     | 12  |
|                                            | Answered  | 274 |
|                                            | Skipped   | 4   |

- Ban on Pitbull's period. Or make proof of million dollar liability insurance for each dog. There are too many attacks with the attacks not always fatal but leaving people without scalps; noses; ears; arms and faces. These dog are dangerous. There may be more bites from goldens or chi's but they don't leave people without their faces or arms like a Pit Bull attack does. No smoking on ANY city residential property. It blows over to your neighbor and causes problems for folks that are allergic to it. The houses are getting TOO close together. People NEED space. They NEED a yard for children to play in. Having a big green playground someone in the development that parents cannot look out and see their children is of NO USE at all in this day and age of druggies and rising crime. I think our green space should be a community garden for food frankly.
5. *Do you have any other ideas you'd like to share with the City?*

  - KEEP STANWOOD DEVELOPMENT IN THE EXISTING CITY LIMITS. QUIT OVERTAKING OUR FARMLAND! Stanwood, is destined to become the next Kent or Federal Way, bedroom communities with no jobs. Those cities are crime laden, undesirable and overdeveloped. I have poured all that i have into my home of almost 30 years, only to expect I will not want to be here anymore the way things are going.

Public Engagement Summary

APPENDIX C:  
SURVEY HOUSING CHARACTERISTICS

The following tables describe the complete set of responses to multiple-choice questions related to respondent’s housing situation. Color formatting shades higher percentages blue.

TABLE 3: QUESTION 3

How many people are in your household (including yourself)?

| Answer Choices   | Responses |     |
|------------------|-----------|-----|
| 1 person         | 5.80%     | 16  |
| 2 people         | 24.64%    | 68  |
| 3 people         | 17.39%    | 48  |
| 4 people         | 27.90%    | 77  |
| 5 people         | 15.94%    | 44  |
| 6 people         | 5.80%     | 16  |
| 7 people or more | 2.54%     | 7   |
|                  | Answered  | 276 |
|                  | Skipped   | 2   |

TABLE 4: QUESTION 4

Do you own or rent your residence?

| Answer Choices | Responses |     |
|----------------|-----------|-----|
| Own            | 92.42%    | 256 |
| Rent           | 7.58%     | 21  |
| N/A            | 0.00%     | 0   |
|                | Answered  | 277 |
|                | Skipped   | 1   |

TABLE 5: QUESTION 5

Are your housing costs a serious financial burden?

| Answer Choices | Responses |     |
|----------------|-----------|-----|
| Yes            | 34.66%    | 96  |
| No             | 65.34%    | 181 |
|                | Answered  | 277 |
|                | Skipped   | 1   |

TABLE 6: QUESTION 6

When did you move to your current home?

| Answer Choices       | Responses |     |
|----------------------|-----------|-----|
| Less than a year ago | 11.19%    | 31  |
| 1-5 years ago        | 42.96%    | 119 |
| 6-10 years ago       | 19.49%    | 54  |
| 11 or more years ago | 26.35%    | 73  |
|                      | Answered  | 277 |
|                      | Skipped   | 1   |

Public Engagement Summary

APPENDIX D:  
SURVEY RESULTS

TABLE 7: QUESTION 7

On an average day, how far (in miles) do you travel from your home?

| Answer Choices   | Responses |     |
|------------------|-----------|-----|
| Less than 1 mile | 3.25%     | 9   |
| 1-5 miles        | 21.66%    | 60  |
| 5-10 miles       | 17.69%    | 49  |
| 10-20 miles      | 25.99%    | 72  |
| 20+ miles        | 31.41%    | 87  |
|                  | Answered  | 277 |
|                  | Skipped   | 1   |

TABLE 8: QUESTION 8

Which of the following housing types best describes where you live?

| Answer Choices                                              | Responses |     |
|-------------------------------------------------------------|-----------|-----|
| Single-family home                                          | 94.22%    | 261 |
| Townhome/duplex/triplex or similar                          | 2.17%     | 6   |
| Unit in multiunit building                                  | 0.72%     | 2   |
| Accessory dwelling unit (e.g., in-law suite or granny flat) | 0.72%     | 2   |
| Mobile or manufactured home                                 | 2.17%     | 6   |
| Senior/assisted living                                      | 0.00%     | 0   |
|                                                             | Answered  | 277 |
|                                                             | Skipped   | 1   |

TABLE 9: QUESTION 9

How satisfied are you with your current housing in regard to the following criteria?

|                                                                       | Very Dissatisfied | Dissatisfied | Neutral | Satisfied | Very Satisfied |
|-----------------------------------------------------------------------|-------------------|--------------|---------|-----------|----------------|
| Distance to work/school                                               | 4.36%             | 9.09%        | 23.27%  | 37.09%    | 26.18%         |
| Cost/price                                                            | 8.42%             | 18.32%       | 30.40%  | 32.97%    | 9.89%          |
| Size of home                                                          | 2.93%             | 6.96%        | 13.55%  | 46.52%    | 30.04%         |
| Age/condition of home                                                 | 2.17%             | 5.80%        | 17.39%  | 45.65%    | 28.99%         |
| Proximity to amenities (e.g., parks, retail stores, bus routes, etc.) | 5.84%             | 9.49%        | 21.17%  | 41.24%    | 22.26%         |
|                                                                       | Answered          |              |         |           | 276            |
|                                                                       | Skipped           |              |         |           | 2              |

TABLE 10: QUESTION 10

Outside of the most common type of housing in Stanwood(single-family homes), what type of housing would you like to see to accommodate the growing need? (Rank the choices by order of preference)

|                                                                | 1        | 2      | 3      | 4      | 5      |
|----------------------------------------------------------------|----------|--------|--------|--------|--------|
| Townhomes/duplexes/triplexes or similar                        | 27.11%   | 20.89% | 20.44% | 20.44% | 11.11% |
| Multifamily housing                                            | 14.03%   | 16.29% | 19.46% | 24.89% | 25.34% |
| Senior/assisted living                                         | 27.04%   | 25.32% | 21.89% | 17.60% | 8.15%  |
| Manufactured housing                                           | 7.27%    | 7.73%  | 15.45% | 21.36% | 48.18% |
| Accessory dwelling units (e.g., in-law suites or granny flats) | 28.19%   | 30.40% | 21.15% | 14.10% | 6.17%  |
|                                                                | Answered |        |        |        | 237    |
|                                                                | Skipped  |        |        |        | 41     |

TABLE 11: QUESTION 11

| How likely are you to agree or disagree with the following statements?           |                   |          |            |        |                |
|----------------------------------------------------------------------------------|-------------------|----------|------------|--------|----------------|
|                                                                                  | Strongly Disagree | Disagree | No Opinion | Agree  | Strongly Agree |
| Stanwood is a great place to live.                                               | 2.06%             | 4.53%    | 9.88%      | 56.38% | 27.16%         |
| Young people can find comfortable, adequate housing they can afford in Stanwood. | 32.92%            | 37.04%   | 15.64%     | 11.93% | 2.47%          |
| Stanwood is a good place for families to live.                                   | 1.23%             | 3.29%    | 6.58%      | 58.02% | 30.86%         |
| Stanwood is a good place for older people to live.                               | 4.56%             | 8.30%    | 21.16%     | 52.70% | 13.28%         |
| Stanwood has services and amenities that improve my quality of life.             | 7.41%             | 20.58%   | 18.11%     | 45.27% | 8.64%          |
| I am concerned about being unable to live in Stanwood within the near future.    | 13.99%            | 26.75%   | 19.75%     | 25.93% | 13.58%         |
| Answered                                                                         |                   |          |            |        | 243            |
| Skipped                                                                          |                   |          |            |        | 35             |

TABLE 12: QUESTION 12

| How likely are you to agree or disagree with the following statements?           |                   |          |            |        |                |
|----------------------------------------------------------------------------------|-------------------|----------|------------|--------|----------------|
|                                                                                  | Strongly Disagree | Disagree | No Opinion | Agree  | Strongly Agree |
| Stanwood is a great place to live.                                               | 2.06%             | 4.53%    | 9.88%      | 56.38% | 27.16%         |
| Young people can find comfortable, adequate housing they can afford in Stanwood. | 32.92%            | 37.04%   | 15.64%     | 11.93% | 2.47%          |
| Stanwood is a good place for families to live.                                   | 1.23%             | 3.29%    | 6.58%      | 58.02% | 30.86%         |
| Stanwood is a good place for older people to live.                               | 4.56%             | 8.30%    | 21.16%     | 52.70% | 13.28%         |
| Stanwood has services and amenities that improve my quality of life.             | 7.41%             | 20.58%   | 18.11%     | 45.27% | 8.64%          |
| I am concerned about being unable to live in Stanwood within the near future.    | 13.99%            | 26.75%   | 19.75%     | 25.93% | 13.58%         |
| Answered                                                                         |                   |          |            |        | 243            |
| Skipped                                                                          |                   |          |            |        | 35             |

TABLE 13: QUESTION 13

| Indicate how you feel about some of these potential housing solutions.                                                      |                         |                   |                             |
|-----------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------|-----------------------------|
|                                                                                                                             | This is a good solution | No Opinion/Unsure | This is NOT a good solution |
| Ensuring existing housing is in good condition                                                                              | 73.44%                  | 21.16%            | 5.39%                       |
| Providing support for older community members                                                                               | 79.67%                  | 16.60%            | 3.73%                       |
| Providing support for working families and fixed income households who are paying a large share of their incomes on housing | 60.17%                  | 22.41%            | 17.43%                      |
| Building dedicated affordable housing units                                                                                 | 38.24%                  | 24.79%            | 36.97%                      |
| Protecting residents from being displaced or forced out of their current housing                                            | 61.41%                  | 25.31%            | 13.28%                      |
| Answered                                                                                                                    |                         |                   | 242                         |
| Skipped                                                                                                                     |                         |                   | 36                          |

TABLE 14: QUESTION 14

Besides housing, what kind of development would you most like in Stanwood? (Please select up to 4)

|                                             | Responses |     |
|---------------------------------------------|-----------|-----|
| Large retail stores                         | 22.27%    | 53  |
| Small retail stores                         | 71.43%    | 170 |
| Warehousing/storage                         | 2.94%     | 7   |
| Manufacturing                               | 18.49%    | 44  |
| Office buildings                            | 14.29%    | 34  |
| Healthcare facilities                       | 37.39%    | 89  |
| Entertainment (restaurants, theatres, etc.) | 66.81%    | 159 |
|                                             | Answered  | 238 |
|                                             | Skipped   | 40  |

TABLE 15: QUESTION 15

What are your biggest concerns about development in Stanwood? (Please select up to 3)

|                                             | Responses |     |
|---------------------------------------------|-----------|-----|
| Protecting farmland                         | 42.02%    | 100 |
| Retaining the 'small-town' feel of Stanwood | 47.90%    | 114 |
| Intensity of new development                | 28.99%    | 69  |
| Increased traffic                           | 56.30%    | 134 |
| Losing green spaces or trees to development | 43.28%    | 103 |
| Increased crime/lack of safety              | 55.46%    | 132 |
| Too much noise/light                        | 5.46%     | 13  |
|                                             | Answered  | 238 |
|                                             | Skipped   | 40  |

TABLE 16: QUESTION 16

Please rate how well each of the following are spread throughout Stanwood:

|                     | Poor     | Fair   | Good   | Excellent | Don't Know |
|---------------------|----------|--------|--------|-----------|------------|
| Schools             | 8.40%    | 14.71% | 48.32% | 22.27%    | 6.30%      |
| Parks/Recreation    | 20.59%   | 28.15% | 37.39% | 11.76%    | 2.10%      |
| Emergency Services  | 8.02%    | 22.36% | 43.04% | 12.66%    | 13.92%     |
| Healthcare          | 9.24%    | 27.73% | 48.74% | 9.24%     | 5.04%      |
| Grocery Stores      | 8.02%    | 27.43% | 42.62% | 21.52%    | 0.42%      |
| Restaurants         | 8.82%    | 31.51% | 44.12% | 15.55%    | 0.00%      |
| Shopping (non-food) | 29.83%   | 35.29% | 25.21% | 8.40%     | 1.26%      |
|                     | Answered |        |        |           | 238        |
|                     | Skipped  |        |        |           | 40         |

TABLE 17: QUESTION 17

What changes do you think the City needs to make to support development? (Please select up to 3)

|                                                                                     | Responses |     |
|-------------------------------------------------------------------------------------|-----------|-----|
| Encourage development of underutilized or vacant buildings and/or land              | 53.36%    | 127 |
| Attract more tourists and tourism-related businesses                                | 18.49%    | 44  |
| Reduce permit wait times and costs                                                  | 15.97%    | 38  |
| Improve employment opportunities within the city                                    | 35.29%    | 84  |
| Improve the mobility connections (sidewalks, bus routes, trails, etc.) to amenities | 46.22%    | 110 |
| Annex more land and expand city boundaries                                          | 7.56%     | 18  |
| Cultivate a 'small business friendly' reputation                                    | 64.71%    | 154 |
|                                                                                     | Answered  | 238 |
|                                                                                     | Skipped   | 40  |

## Public Engagement Summary

APPENDIX E:  
SURVEY WRITE-IN RESPONSES

## Question 18

***Do you have any additional comments, questions, or concerns related to Stanwood's housing needs you would like to share?***

- Fine developers heavily for increased traffic, destruction of farmland.
- Discouraged developers from building w/ out considering, paying for increased traffic issues
- Keep the rural areas rural! Do not allow inappropriate development to encroach into residential/farm areas!!!!
- Everyone says they want a walkable, small local business oriented small town....but the development policies are the polar opposite. If you want people to walk around down town and support those businesses, people need to LIVE downtown. If you keep throwing up developments on top of the hill, people are just going to continue driving to mt vernon and smokey point to shop, and to a lesser degree, eat out. You need town houses downtown, with first floor garages due to flooding, and one or 2 stories on top. And lots of them. Fill them up with empty nesters with money to spend downtown, and make it more convenient than leaving town. Don't keep trying to attract restaurants. there's enough, and most of them don't last. You want to get more non-service industry businesses like Process Solutions that

actually create something. There's a TON of small aerospace suppliers in Arlington. We live in one of the 3 largest industrial aviation regions on the planet, and there are ZERO aerospace businesses in Stanwood. NONE. The farming programs in the high school are great (long may they live), but we have NOTHING to encourage kids to go into aerospace, not as mechanics or as engineers. Our only role in aviation is as a bedroom community for Boeing. Similarly for the computer industry....though its ability to work remotely is more problematic. Still, the high school's computer offerings are not extensive or the highest caliber. There are a number of educational programs offered by Boeing and the aviation museums at Paine Field. We are involved in NONE of them. I've mentioned them to our educators, but they clearly have no incentive to push for them. Stop letting DR Horton dictate our development plans, and stop approving every damn waiver they ask for. We have zoning laws - enforce them and stop bending over at every opportunity. Cedarhome Square was a joke - D.R. pretty much dictated which rules they would follow and which they'd ignore in the "Traditional Neighborhood" zoning. Why bother having TN when you're going to waiver off all the key provisions that it exists for? Or how about another company gets involved in Stanwood development? DR has had a near monopoly for a solid 15 years or more. Lastly - the planning commission should have no more than 2 real estate

professionals, EVER. Not that there's any whiff of corruption, but by their nature, their interests are aligned with their jobs, not with the town's.

- Utility systems need major upgrading/larger capacity
- Stanwood is a nice smaller town. It doesn't need to be, or shouldn't want to be, more than that. People live here because it's not a bit noisy city. I don't want Stanwood to lose that just to appease some council or some aggressive developers. You see more and more of these nice places to live being over developed and over crowded. Please don't do that to Stanwood.
- Have the police dept actually enforce laws, phone distracted driving, panhandling, homelessness.
- More cows, less people. Don't lose sight of the small farm town feel that Stanwood is.
- I believe very strongly that Stanwood needs to invest in making sure our city is walker friendly, biker friendly and that public transportation is reliable and plentiful. Making sure Stanwood is a pleasant place to live, shop and explore will only improve its prospects in attracting new employers and developers. Finally, making sure people can afford to work AND live here will strengthen our community.
- We have too many Banks instead of having places we can buy inexpensive clothing etc. The shops in town are way too expensive and the clothing they have is more for older

people and not very stylish. It would be nice to not have to always go 30 minutes away all the time for clothing necessities, and household items etc that aren't so expensive like here!

- We need something like a Fred Myer or Target. It isn't good for the local economy when most of us have to leave town to buy simple household goods.
- Many small towns across Washington have wonderfully, meticulously maintained parks, Stanwood parks are not that at all and are rather embarrassing. Heritage could be a destination place for tournaments and bring in a large amount of outside cash flow to the community but the last update was garbage and the fields are awful and not what the public was sold.
- There is supposed to be a new housing development behind 73rd Ave NW. We are concerned about losing the trees behind our neighborhood that give it that pleasant, peaceful, safe, country feel. Adding more homes right there is going to take that away. It will also add a crazy amount of traffic through our neighborhood making the street unsafe for our children. When cars are parked on both sides of the street it is already difficult to drive through without hitting other vehicles.
- Please stop taking farmland.
- Limit growth, traffic.
- Too much growth with zero attention paid to the effect it has on crime, traffic, and school

populations. Just because there is a green space does not mean you should cram yet another development onto it.

- I am a married 35-year-old father of five children that has lived in Stanwood for three years. I believe the most important thing that Stanwood needs to do to be able to attract younger families is to provide more family-friendly/family-oriented spaces such as community parks. There are plenty of cheaper housing options (apartments/section 8 housing) in Arlington/Marysville/Mount Vernon but these options have unfortunately lead to higher rates of crime. These cheaper housing options often bring in more problems than they solve and they are tax contributions are far lower than single-family home ownership. Therefore, families purchasing/owning single-family homes should be goal for the community. But we will need to support those families and their children know once they're here. Unfortunately, Stanwood currently has significantly lower quality youth sports fields and facilities when compared to surrounding cities and towns such as Mount Vernon, Arlington, and Marysville. The Little League/T-ball system, for example, has received virtually zero support from the city. Here's what the city should do: A place like the heritage baseball fields should all be artificial turf which lowers maintenance costs and reduces the need to cancel games due to rain. They also badly need lights to allow games to be played in the evening. Right now, there are simply not

enough fields to go around to support the amount of children and youth teams, and families who are already here that want to use these public parks. Further, there is no basic infrastructure for sustaining solid youth softball/baseball/soccer leagues (such as concession stands/scoreboards/PA system, and more) anywhere in Stanwood or Camano, yet they are publicly funded in virtually every other surrounding community. These kinds of investments will help to attract families to our community and become single-family home owners, which will ensure that our community remains a lively and vibrant one for many years into the future.

- I do not want to add lots of apartments to Stanwood. I am concerned that doing this would make it feel less like a small town and have less sense of community. Also I think a bigger emphasis needs to be made on city parks and making them safe and nice (I recently had someone smash in my window and steal my purse out of my car while I was at a Stanwood park with my toddler.) parks preserve green space and are a huge deal to families, especially because in a smaller town there are not a lot of kid friendly activities around here for parents with young kids.
- Increased traffic and speeders who no one cares about are big issues. Increased growth especially for lower income has an increased potential for crime.
- Very distressing to watch what has

happened in Stanwood with the devastation of farmland and forests to accommodate massive housing complexes with no change in infrastructure

- Think about a k thru. 8th grade school to help with over populated schools which can change from year to year as to which what grades need relief
- Stanwood must preserve what makes it attractive today and historically to family's, and small business, but also look to the future. I would not value a new big box store or more intense development, but I think better use of existing real estate for amenities would be valuable. Most of us moved here knowing we would have to drive 15-20min for a big box store or broader retail needs. We don't need to bring Mt Vernon or Smokey point here. Stanwood attracted me due to its rural small town feel. I love the farmland and the natural world that exists outside my door. I love to fish, hike, and train my dog all which I can do without having to make a significant drive. I would morn the day our farmland ceases to exist or the development prohibits the traditional land use practices (hunting, fishing, crabbing, ect) many of us engage in. Few things would cause me to consider moving, but if that natural world outside my door became inhibited or unavailable due to development I would have hard decisions to make. Further I feel the land we have downtown is not utilized well. We have several run down

buildings that a professional developer could definitely improve and build condo housing and small business shopping (Dairy Queen, viking village. ect). Please keep this community the community I love.

- The road improvements and schools are not keeping up with the housing growth. There are over 300 houses being built near me on 2 lane roads with 1 elementary school. The roads and schools cannot support this growth. I would also like to see more affordable grocery options and daycare options. We have to leave Stanwood for both of those.
- Follow the GMA.
- Please stop building so many developments
- Please develop a method for controlling derelict properties. This would include removal of abandoned vehicles or other property. It would also include removal of outdated signage on commercial buildings. Continue to support multi-family housing in the uptown area near Haggan.
- I grew up in a much smaller town than Stanwood, so to me Stanwood does not have a small town feel at all. I don't agree with adding more housing developments, as Stanwood schools already have large class sizes and traffic on 532 can be crazy at times. Stanwood should consider bringing in a hotel to attract more tourist, instead of housing developments.
- The city needs to carefully plan how to create housing for lower income families

who work in retail without creating a segregated low income area. Improved public transportation would also be a huge benefit.

- No more housing developments until improvements have been made to infrastructure. Traffic/travel time is atrocious. I see tax money not used properly.
- 532 needs to be expanded and awkward intersections need to be corrected. For such a small town, the traffic can get very congested, especially around QFC.
- Bring in a multi department store with goods and services not currently offered by small business, so that current residents of Camano and Stanwood do not go to a neighboring city to support their tax base and not ours. Give us a Fred Meyer, a Northwest company, if the town folk feel more comfortable with home grown business.
- Stanwood needs a park in cedarhome, a department store and low cost housing. The road infrastructure must improve. Enough catering to nimby's. Cut fireworks to 4th and new years only.
- Yes. I've lived in Stanwood my whole life and I must say Stanwood does NOT need to expand. Rather, it needs less people. Traffic is a mess and anytime anything happens it's even worse. It's pathetic how things have changed here.
- I do not want Stanwood to become like Smokey Point. With every new development

crime has gone up. Stop all the building in the same area, cedarhome Elementary will soon be a field of portables because the area around it is growing to fast.

- The huge increase in poorly built overpriced houses is concerning. The buyers of these homes will be stuck in them because they paid too much. You're allowing too many houses to be built too quickly. Our schools are full. Almost half the classrooms at cedarhome are already outside in portables. What is going to be done about that? And if a builder needs to dig up the road for utilities, make them pave the full road, not just the side they are building on. It looks ridiculous. Our streets look like a patched up mess. And have you been to McDonald's? How is that drive thru going to handle more people moving here. Hard no to large retailers. I would never want to see wal mart or Costco in this town.
- It's sad that there are so many homes going in the Cedarhome area. It used to be a great area to live but it's far too crowded. The school is busting at the seams, and it seems like there's no thought about the current residents and how they feel. Too much growth is not good. I understand there needs to be new homes but another area of town should also be considered.
- Need some decent bike paths in the City!
- Definitely consider building up more sidewalks for families and kids to go on longer walks. Don't feel safe going on certain roads with my kids because people

speed on them and nowhere but the road to walk on.

- In my experience, utilities (especially water and sewer) and housing are through the roof and make it hard for young families. Property taxes are extravagant as well. If we want to have a successful community, not charging an arm and leg for basic amenities would be good.
- Having lived here over 30 years, I've become very concerned about the far-rightwing ideology that has taken over some churches and is prominently on display in the windows of some businesses. Also, Snohomish County is already #5 on the FBI'S list of counties that have a problem with white supremacy. Stanwood just might be the reddest dot on the county map. It is NOT a family-friendly place if you have family that are people of color.
- The downtown area between QFC and Rite needs a major overhaul. The streets are a maze that go no where in particular. In fact, it dead ends at the side of the Petco building. Viking Village looks completely run down. It's a bit of a junky town and I'd you start offering 'services', it's going to start looking like Everett. Please improve what we have before expanding the current culture of the city, which is outdated. Thank you for asking opinions.
- Nothing I did not already voice in my responses. We really would love more mother-in-law-type houseing.

- Maybe stop building back to back to back. Have a moratorium of 5 years or so before building again
- Stanwood is a big enough community that the city should consider bringing back a local city ran police force. I believe Snohomish county Sheriff's are great but are not proactive enough at building relationships through the community.
- We need a Target. Just the right size multipurpose store to fit our needs
- Fred Meyer would be too big.
- Stop building in cedarhome area! The school is way to full. The roads aren't set up for traffic.
- We understand we need to grow. The bland box development devalues our area. Look at the UK, or even Sammamish Plateau where density was increased tastefully while actually blending in with the beauty of the area. Cedarhome's giant ticky-tacky boxes and colors are shameful. A scar on what used to be a beautiful drive. Demand creativity and stay consistent in that.
- There really isn't anything for families or kids to do in Stanwood. We need something that would bring in revenue and attract people to Stanwood for families to participate in. What is there for families to do? We have to leave town to find an attraction
- I've lived here my entire life and it's disgusting to see so many housing developments are going in. The healthcare

facilities alone cannot keep up with the new residents who are in need of care, while still having time in the daily schedule to treat existing patient. The growth is too much and too fast and the cost of houses is outrageous! I feel like my kids will never be able to buy a home in Stanwood / Camano. It seems to be less of family town these days.

- I wish something would be done about the speeding and blowing stop signs that goes on ALOT on 284th between the Cedarhome market and 80th. I live on that street and it's absolutely awful. I work at the Cedarhome market and I watch cars go 40 mph through the stop sign at that intersection. There are other issues with the roadways here, but this small stretch of road is extremely bad.
- Want denser housing, apartment buildings centered around urban villages at haggens, protect existing farmland
- Like many of us, I am concerned about the over-development of our town. I think there are too many people in a small area, ruining the small town feel. I do not want to see anymore apartments being built in Stanwood.
- It's incredibly hard for small businesses to survive in Stanwood. I work for one and they will be going under soon. Copper House had to close. Plaza always has businesses coming and going. Youth have nothing to do. In high school, teenagers only source of entertainment were smoking and maybe bowling. It's incredibly difficult

to live here. My family has been renting a home here for about seven years and they barely survive. All of the money goes towards rent and it keeps going up. When I move out, I'll have to leave Stanwood. A lot of young people will.

- Stop building so much in Stanwood. It's killing the community Atmosphere and ruining our city and the beautiful landscape around stanwood
- Na
- Get rid of plans for bike lanes. This isn't hippy-wood. Add more lanes for cars instead; especially to/from Camano.
- Stanwood proper is extremely small in size and it seems as though the individuals that provide most of the tax base for the city do not have a voice. If we are being honest the in town property values are some of the lowest in the area and the people footing the bill actually have no say. Improve your roads and movement through the city. Quit chasing off small businesses, it seems to have gotten a little better, but that doesn't bring back all the ones that left. The city needs to sell off all 532 frontage property so it can be used as commercial and move city hall and the police station out of the business corridor to allow for more revenue and tax producing businesses.
- I moved up here several years ago for the peace and quiet and now everything in the area is being developed which kind of defeats the purpose of me moving up here

- Please no more development in the cedarhome area. It is way past it's breaking point.
- Stanwood should grow as much within the limitations of keeping the small town feel that it currently has. Yes brining big retail stores makes it a little more convenient and possibly brings value to our homes but the cities to the north and south of us help with those other stores and I'm sure by putting our heads together we can develop the city of stanwood, bring value into our community and all thrive and live a prosperous life
- Whatever you do... keep the big box chains away. We are close enough to shopping districts. Also, Viking Village has always been the heart of Stanwood. My nearly 70 year old father remembers eating in the fjord room as a child with his family. These places mean something to the residents who have grown up here. You can't just plan to mow them down and put up luxury apartments without major push back from the community. We recognize it needs to be rebuilt but please, do it with respect and care to the Norwegian heritage of this town. Save the Uffda!
- I suggest reviewing population demographics. Provide quality housing for those who work lower pay jobs. Invest in community support services. Clearly communicate to residents the status of projects and address concerns. On a perusal note, I with their were more green spaces integrated into the city. More

walking/biking paths.

- We need to ensure our water and sewer can keep up with rising demand. Stanwood is a wonderful "small town" feeling place. Please do not allow large retailers (Walmart, etc.) into Stanwood. This will destroy small businesses and the small town feeling. Smokey point and Mount Vernon/Burlington already provide all those services. We need to encourage more small business growth, and more dense/affordable housing within city boundaries to avoid losing too much valuable farm land. ADUs can also help solve the rental crisis (both short term and long term). Thank you for creating this survey.
- Substantial increases in housing is not feasible without a plan to accommodate increasing traffic. The downtown area is not equipped to handle people from Camano, Cedarhome, Warm Beach, etc all converging. Unless the city can somehow change zoning to create a secondary town center in Cedarhome, this community will lose its identity and appeal like every other community south of us.
- Subdivisions should be no less than 9000 square foot lots. Please focus any growth away from the Cedarhome area. Utilize old town area for parks, sports recreation, townhomes and business growth.
- Require future developers to provide up to 90% of roads, traffic control and new utility cost. Water, sewer, especially or water system is atrocious and unusable

- I hate to see all the housing developments going up and crowding our streets and more importantly our schools. We need to keep a hold of our small town and keep it that way!
- The city needs to address the fact that churches are taking over high-traffic business district buildings and are forcing small businesses to find less desirable locations which becomes a slow death for those small businesses. The churches don't contribute to the tax base in the city. The churches should be encouraged to move to the neighborhoods where their congregation lives.
- Discourage housing developments
- At some point, the overcrowded schools need to be considered!
- Protect farmland, forests. Discourage corporations from owning land & homes. Nothing smaller than 5 acre tracts.
- Is it possible to ban Californians ?
- Infrastructure needs to be a priority before more homes are built. Safety for our roads and proper amount of police/fire to support the growth.
- I think a mixed use type facility would be interesting with retail spaces on the bottom and house's on top.
- Trader Joe's please ;)
- Stop with the cookie cutter developments. Open land to other opportunities. We going to need another HS soon another after

school program for kids.

- N/A
- Use the area by the police atation for more community events
- The first thing that needs to be addressed is the dike that protects everything in the area. The damage it can do can destroy everything about the housing, stores, schools, farms, houses. Rentals and houses are hard to come by now, imagine all those people displaced after a disaster like that. I think money should go to that before anything else. And until that's fixed, set up an emergency evacuation plan for schools, the district transportation, houses, etc. This is my number 1 priority for my town, above all else.
- The location for the mental hospital on 300th and 80th is not a good choice. The esthetics and taxing of the land out weigh the amount of help 32 beds will provide. I wasn't impressed with the town meeting on the subject. Lots of unanswered questions.
- Moved here because it wasn't anything like Everett/Marysville/Smokey Point. The potential for Stanwood to become another one of the crime ridden towns is a few more apartment complexes and a Walmart away.
- Build up downtown stanwood with incentives for dining, entertainment, shopping. Hold parades and outdoor events like fairs, farming display/rodeos, car shows and local music concerts to continue a community feeling. Set building standards

for an old stanwood look to increase out of town tourism spending. Create dining or entertainment districts, bars and bewery districts and shopping streets. Provide for ample parking, but walkable sidewalks, allow for street food cart vendors in shopping areas.

- Revitalize downtown with green spaces pocket parks and close the street in front of the granary to traffic (route it behind). Have some parks or walking trails. It's all car centered and we have to leave town to walk on a trail.
- DO NOT BAN PITBULLS OR ANY OTHER BREED!!!
- Why more housing development? Will be like Lynnwood soon why?
- We need more big retail businesses to support the growing community. I'm tired of having to leave town for family clothing needs, electronics, and affordable groceries. I'd much rather have those businesses here and keep my money in town. Also, it would be great to have restaurants that are open past 7 or 8. This is not a small community anymore, and the powers that be have to realize that. We need to allow big business in or 100% stop new housing developments. The amount of people that leave town to go to Target, Walmart, and Costco is what needs to be addressed. Wouldn't Stanwood like those tax dollars to stay here? I've been living in Stanwood for close to 30 years. We need to keep up with the changing needs of this

growing community.

- Traffic on 532 needs to be addressed. Trying to get on to the main hwy s horrible. Too many accidents and fatalities.
- We love the small town feel and hated that the previous twin we lived in developed so much that it taxed us out of the community. We want Stanwood to be successful but not at the cost of losing what it represents for so many people. Also, I work with homeless and low income families and I think careful consideration of what would be brought to the community needs to be consider, because it isn't all good.
- Might want to get the dike issues fixed before you build anything!
- Stanwood is making the same mistakes on growth decisions that Lake Stevens has done. Building houses with out fixing the infrastructure first. If the speed is 25 MPH why are we letting drivers get away with a warning when they are going 10 miles over the posted speed? Ticket them and make them understand 25 MPH is the Stanwood posted City speed Tim it. Not 35 to 80 MPH!!!! Example 284th.
- Traffic on 284th is out of control. Loud Trucks uncovered and speeding, cars flying up and down from 68th to 80th
- There is too much development in general. But nothing is being done to improve traffic or overcrowding of schools.
- None

- We need to stop brining in more developments which our schools can't handle. We're losing the small town feel and the e open spaces, all while over crowding our schools. The more kids in a classroom the less time a teacher can give them, and we won't be a sought after district anymore.
- Keep Stanwood rural. Protect farmland and wide open Spaces
- Infrastructure needs immediate improvement
- No
- The roads need to have more lanes added BEFORE more housing goes in. Particularly the road leading from Haggen up the hill past the high school. AND, if farmland is going to become housing overtime those one lane each way roads should be changed to 2 lanes each way BEFORE the developments go in.
- Roads should be improved before housing developments are allowed to start building.
- With rapid growth, Stanwood needs to improve traffic control for better safety. We need speed bumps on 284th in the Cedarhome neighborhood. SPD tracked speeders after the Cedar Hills development had completed. It needs to be tracked again when residential construction is in full swing with the new projects.
- No
- Make downtown retail stores, restaurants, antique shops, and entertainment. Get rid of

the highly political Esstac monstrosity. Make Main Street a tourist friendly walking area without traffic.

- I have family that visits from out of town and it would be nice to have a Hotel in town as an option for them.
- Improve walkability from housing on the hill to downtown (pedestrian bridges over highways); Development of Viking village so it isn't as sketchy - possibly something similar to Mill Creek Town center?
- None
- Stanwood is a nice town but we're constantly having to drive to Burlington or Smokey Point for our basic needs like Drs , Target, Costco etc.
- Please slow down the development of land for mass housing (like in the Cedarhome area) until some of these other issues are addressed. We have such a special little town bursting with potential for tourism, small business and an excellent quality of life but we must grow responsibly. Let's not lose the charm of our Stanwood just because another big developer wants to make a profit. Surrounding farmland and small retail shops are part of the character that makes Stanwood special. I also would love to know when the Ovenell Park plans will be moving forward? Thank you!
- Slow down development
- Infrastructure needs to support growth and growth needs to be more gradual. It's too rapid and Stanwood is losing the small town

feel.

- Too many housing developments. Not big enough schools. Schools are overcrowded because of the so many new developments
- Parks!!!! We need a huge overhaul done to Church creek park, heritage park or a new bright, open family friendly park like Haller park in Arlington.!
- Traffic assessments 4 new developments in a already crowded area (Cedarhome) with no solutions to the school or traffic issues is poor planning. Look at the big picture and put a plan in place.
- Create some bike paths w/i city
- Stanwood has a lot of potential. The recent car show is evidence. I think if the city could encourage more entertainment, night life and small business dining options it could increase funds for city to do more. I'd like to see it keep its old Town feel with perhaps decorative ordinances in a similar way that Leavenworth uses a Bavarian code of decor.
- Too many houses in the Cedarhome area. The elementary school can't support the amount of children enrolled. Need to also retain our small town and farmlands.
- No
- Development of new housing is taking away from small town and making it harder for new families to move In. Good land is being turned into poorly mass produced housing developments to get as much money as

possibly. This may cause more strain on school, resources and traffic in the city

- Cost of housing is crazy. Young adults (21-30) cannot save for a down payment when rent is costing 2/3 or more of their monthly income. Viking village is in aesthetic embarrassment.
- Be concerned what housing is doing to school populations.
- Please more walking trails and things to do.
- REDUCE OUR TAXES AND PUT A CAP ON THE PERCENT A TAX BILL CAN INCREASE IN A YEAR.
- None
- Thanks for the survey
- Stanwood is losing its small town feel. It's devastating to observe it. It's heartbreaking losing so many trees.
- Would like to see new developments conform to a an ideology of NOT cutting down EVERY TREE & ALL BUILDINGS LOOKING THE SAME! (Cedar Hill Estates is perfect example of what we DO NOT need anymore of! Downtown development should have a cohesive PLAN to configure a "theme" AND have greenery, meandering walkways, trees ie: Mill Creek, downtown Woodinville, Mt Vernon, Redmond — some GREENERY & TREES!!!!
- Stop the growth!
- To much to list.
- It feels as if in the rush to build more and

more newer packed together homes devastating the land around our town we are neglecting the old portion of town that still doesnt have two way streets or sidewalks. The part of town that is seen by visitors and occupied by the lower income families. We have elementary school children who walk down the middle of roads because they dont have safe sidewalks to get to school and we should be ashamed to see that driving by. Our streets are patchworks of bumps and holes around homes left empty because its too old to support a loan payment by a bank. Our levy is crumbling and everytime I see a new subdivision of shiny homes I think about the area I grew up in and how the streets havent been fixed in 30yrs. I feel ashamed of how we left half our town to suffer on the wrong side of the tracks in flood zones that only get worse with each new store added rather then embrace that unique and adorable old town we COULD have with its charm and character if we focused on renewing the buildings with history and individuality. The more the city grows and homes are added to the community, schools are placed on the back burner. Schools sizes and needs will come last when grow of community is put into question. Stanwood lacks space for elementary, middle school sizes and within the next two years, classes will be packed and districts over populated.

- Adding larger stores into the community will bring bigger city money and problems. There will not be an equal balance for how

that goes over. Growth come taxes and concerns for the community. I hope the city leaders will put the grow of the community second to the education of our future leaders.

- Housing hope breeds more crime and unnecessary utilization of emergency services. These types of places should be left out of the city of Stanwood and left to bigger cities.
- I love the small town feel of stanwood. Costs have become too much of a factor, limited housing options, and traffic safety concerns tend to overshadow the appreciation for things. I love the green spaces and would love to keep those while improving housing and business capacity
- NA
- I love living in Stanwood and I really don't want it to lose it's small town feel!
- Widen streets traffic is already bad as it is and should be the first thing to improve
- No
- Keep Stanwood a small town
- Continuing to develop farmland into fully developed neighborhoods is bringing in many people and the infrastructure of our town is at brursting limits
- Please consider the needs of Camano Islanders if possible! For example, we live on Camano and would like to downsize to a townhouse or condo in the area. They're difficult to build on Camano yet there's a

HUGE market in our area for people who want to give up their large island homes but who also want to stay in the area.

- More big trees
- Do something with the Viking Village area!
- Please stop growing like it is a race. Literally nobody wants to be Lynwood or Seattle except all the residents of the new houses. You add enough houses and then businesses will come in and then we will not be able to have a small town. Already crime and accidents have gone up. The electricity is flickering because we have a hot day. The school claims they don't have money for anything and that the schools are falling apart. I'm sorry to complain, but nobody that has lived here for a long time (not in Cedarhome or surrounding areas) disagrees with this rapid expansion. It feels like nobody in Stanwood cares about what actual Stanwood people want or they refuse to listen. Half of Stanwood is brand new houses and it drove up our prices and our taxes- thanks for that. All they newcomers and their fancy money- what about people raised here? My kids will never be able to buy a house here and Stanwood is losing the wonderful safety factor we used to have. Read the community pages on Facebook and stuff is getting stolen left and right. I am so sick of this extreme growth. Also, everyone keeps talking about "we have to grow". First, Seattle/Wa has much bigger problems than to Sue Stanwood. Second, will you be denying 100% of the

building permits until we are threatened to grow again to support other communities?

- No
- I think we are allowing way too many homes to be built without considering the infrastructure needed to support additional families moving to the area. It's ridiculous how many houses are being shoe horned into relatively small plots of land and really disappointing to see.
- Viking Village is highly visible, and could use some improvement. It simply looks tacky, it's one of the main things that ppl see when driving through town and while there are some great places in it, it just looks awful. Especially the estate sale place. PLEASE consider improving this area.

[update toc last](#)

Q18 Do you have any additional comments, questions, or concerns related to Stanwood's growth, housing, or development that you would like to share?

allow nice look neighborhood think work kids None small continue  
housing developments growing community add districts places changed  
small town Camano love without good great live around parks Stop building  
improve leave town people use growth new keep plans want create  
businesses shopping families Cedarhome area will way  
area years building attract city one need support  
Stanwood left going another community  
many housing streets schools increase development  
lot traffic something town see much s also infrastructure  
small town feel Viking Village feel rural small business enough  
already encourage downtown tax moving especially roads land make  
infrastructure needs Please farmland homes large consider Nothing money cedarhome  
become Utility big dont grew walk

Figure 6: Survey Question 18 Word Bubble

## APPENDIX D

### Housing Policy Framework Review

Prepared by Blueline

February 14, 2023

Revised March 30, 2023

#### 202 INTRODUCTION

202 BACKGROUND AND PURPOSE

203 RELATIONSHIP BETWEEN THE  
COMPREHENSIVE PLAN AND THE HAP

204 METHODOLOGY

204 ORGANIZATION OF REPORT

#### 205 GROWTH TARGET EVALUATION

205 HOUSING TARGETS AND GROWTH

206 HOUSING PERMITS

207 EXISTING HOUSING GAPS

209 FUTURE HOUSING GAPS

#### 210 POLICY EVALUATION

#### 231 IMPLEMENTATION EVALUATION

## remaining data to be updated by City

### INTRODUCTION

#### Background and Purpose

The *Housing Action Plan* (HAP) was developed by the City of Stanwood with support from the Washington State Department of Commerce's House Bill 1923, which made grant funding available for cities to complete actions to support development of more affordable housing. Stanwood received grant funding in 2021 to complete the HAP<sup>1</sup>, *Housing Needs Assessment* (HNA), Public Engagement Summary, and Housing Policy Framework Review to understand existing housing conditions, policies, and strains, local concerns and needs, and prepare targeted strategies.

The purpose of this policy framework review is to evaluate the current City of Stanwood Comprehensive Plan Housing Element to determine the City's progress and success in attaining planned housing types and units, achievement of goals and policies, and implementation of the schedule of programs and actions. This document also reviews Comprehensive Plan Elements that are related to housing, as well as regulatory incentives and barriers. This review will inform potential strategies in the *Housing Action Plan*.

<sup>1</sup> Data presented in the HAP was informed by the HNA. The HNA uses ACS 5-Year Estimates, OFM Estimates, PSRC, Snohomish County, and HUD CHAS data.

#### Relationship Between the Comprehensive Plan and the HAP

The Growth Management Act (GMA) requires each city in Washington to develop a Comprehensive Plan to prepare for anticipated growth in population, jobs, and housing. The Comprehensive Plan is required to have a Housing Element that addresses the GMA's housing goal of "encourage[ing] the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage the preservation of existing housing stock". The GMA has other specific requirements (RCW 36.70A.030) to plan for housing, including:

- (1) Encourage development in urban areas where adequate public facilities and services exist, or can be provided in an efficient manner.*
- (2) Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.*
- (12) Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards*

Each city's Comprehensive Plan must align its goals, objectives, and policies with the regional policies developed by Puget Sound Regional Council and Snohomish County, as well as incorporate local needs and gaps into strategies and actions that reflect specific needs of the city.

## Methodology

The report was prepared by conducting a review of the Stanwood Comprehensive Plan Housing Element policies. City housing policies were reviewed against revised policies from the Puget Sound Regional Council and Snohomish County Countywide Planning Policies to determine gaps or partial gaps in policy language. The report also examines current housing regulations and their effectiveness on developing new housing units by evaluating the number of relative units developed from 2015 to 2022.

## Organization of Report

This report is organized and comprised of three different sections:

1. **Growth Target Evaluation:** Is the city on track to meet the 2044 housing projections? A summary of how the HAP and Comprehensive Plan are interrelated and how Stanwood is performing.
2. **Housing Policy Consistency Review:** Do the city's housing element policies align with the current PSRC and Snohomish County policies? This section conducts a Comprehensive Plan housing policy consistency analysis to identify existing gaps and how current policies should be revised to align with recommended HAP strategies and actions.
3. **Implementation Analysis:** Are there regulatory opportunities or barriers to achieving goals and policies of the Comprehensive Plan? An overview of the City's housing development performance between 2015 through 2022 and implementation considerations that will determine the feasibility of recommended actions.

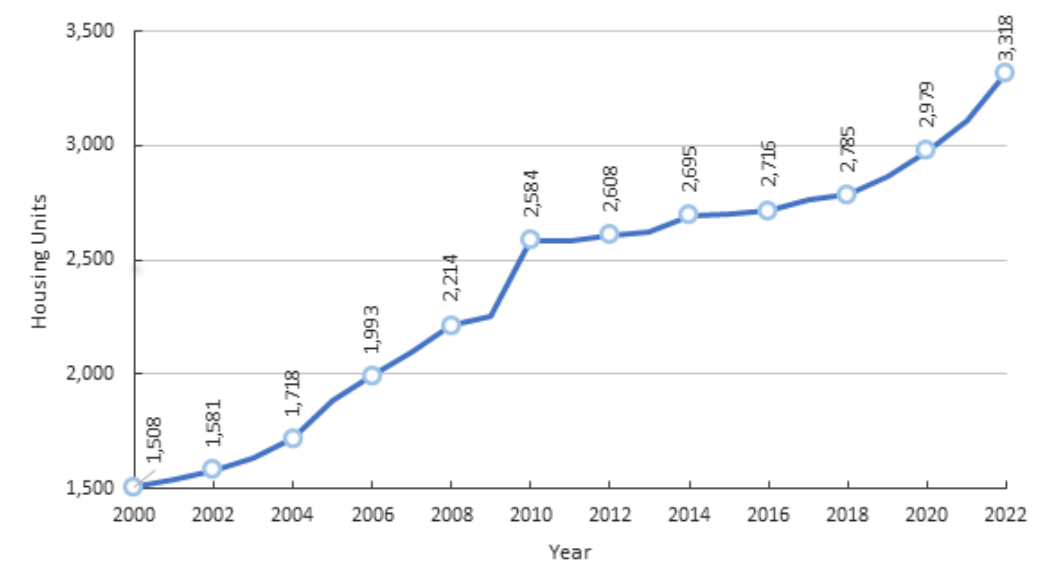
## GROWTH TARGET EVALUATION

### Housing Targets and Growth

Snohomish County has distributed housing targets in consultation with cities for their overall projections for population, housing, and jobs. As of 2022, the city had a population of 8,405 and a total of 3,318 housing units.<sup>1</sup> Exhibit 1 describes the number of homes developed between 2010 and 2022, demonstrating a consistent increase in housing over the last twelve years. A cumulative total of 10,963 people is planned to reside in Stanwood by 2044 which will require 4,385 housing units to accommodate this anticipated growth. Between 2010 and

2020, the city has lost an annual average of two units and gained an average of 46 new units. To achieve its growth target, the city will need to add 49 units per year between 2022 through 2044.<sup>2</sup> The average household size in Stanwood is 2.72 persons.<sup>2</sup> Applying this household size to the remaining housing target, the population would increase by about 2,902, or 132 people per year, if the 2044 growth targets are met. Exhibit 2 describes the anticipated trajectory of housing based on the anticipated growth and number of housing units needed to accommodate residents.

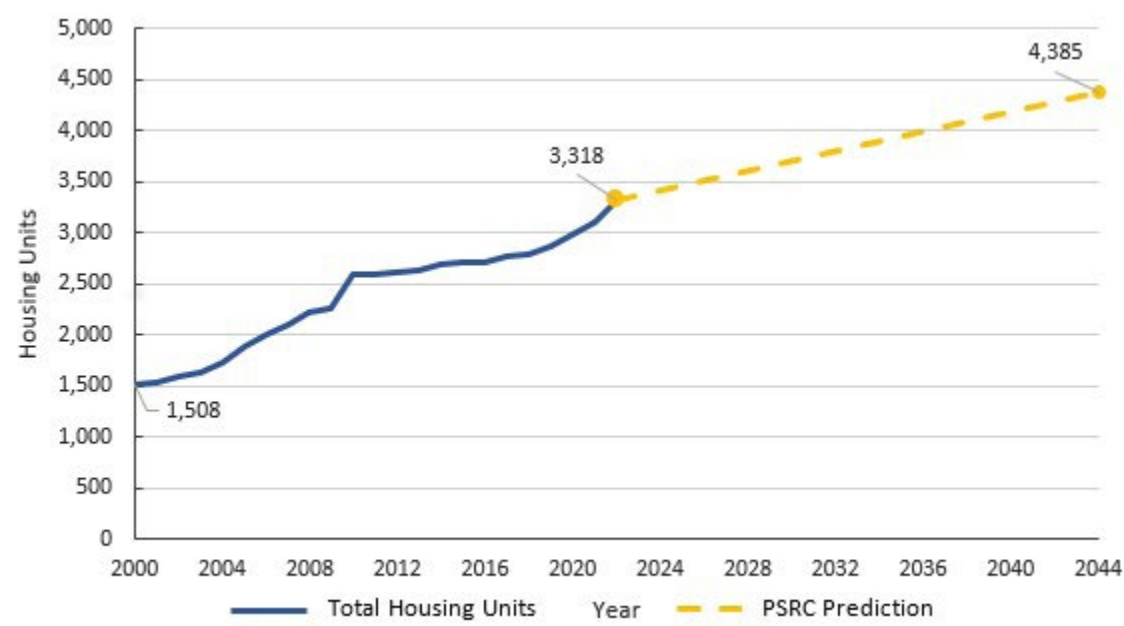
### EXHIBIT 1. HOUSING CHANGE 2010 – 2022



Source: Office of Financial Management, 2022

<sup>1</sup> Office of Financial Management, 2022

EXHIBIT 2. HOUSING GROWTH PROJECTION 2021-2044



Source: Office of Financial Management, 2022, PSRC

Housing Permits

According to 2020 Puget Sound Regional Council data, Stanwood has permitted the construction of 489 new housing units between 2010 and 2020. Single-family housing (312 units), multifamily structures of 3 or more units (111 units), and duplex (3 units) housing permits were issued from 2010 to 2020. Four manufactured homes were deconstructed during these eleven years.

Permit data collected from the city suggests that Stanwood’s newer housing stock includes a diversity of housing types. The most permits were issued for the construction of single-family housing but these come in phases associated with subdivision applications. Multifamily (5+) units are a more recent interest to developers operating in the city with a sharp increase in permits in 2017 and 2019. Exhibit 3 describes the fluctuations of permits received over the past 12 years for different housing typologies, including 2010-2020 Puget Sound Regional Council data and 2020-2022 permitting data from the City of Stanwood.

EXHIBIT 3. HOUSING PERMITS 2010-2021



Puget Sound Regional Council (2019), City of Stanwood (2023)

## Existing Housing Gaps

New GMA requirements for housing were adopted in late 2021 under House Bill 1220 (HB1220) requiring the Comprehensive Plan Housing Element's to accommodate and plan for housing needs in each income band. Household income is used to analyze a city's income distribution and its relationship to housing affordability through Area Median Family Income (AMI). The U.S. Department of Housing and Urban Development (HUD) defines AMI by the following income categories:

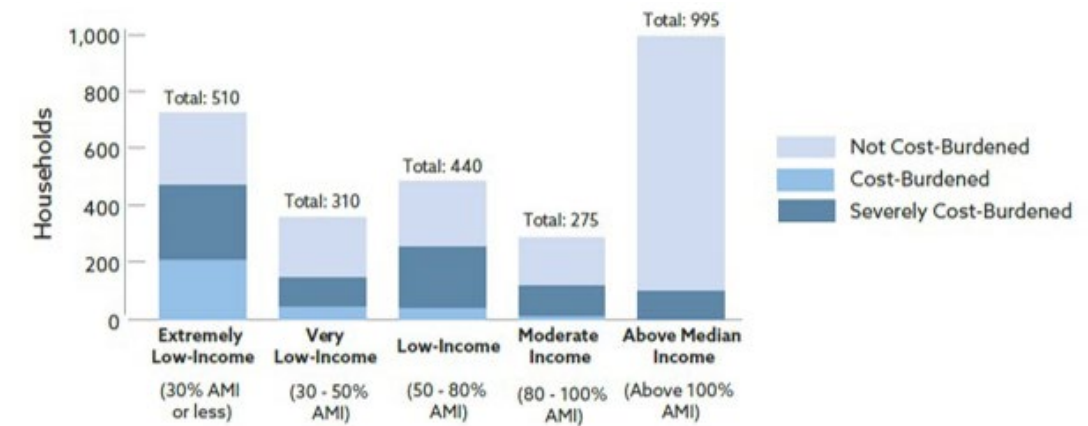
- Extremely Low Income: <30% AMI
- Very Low Income: 30-50 % AMI
- Low Income: 50-80% AMI
- Moderate Income: 80-100 % AMI
- Above Median Income: >100% AMI

The AMI is used to measure the relative affordability of housing units. Income limits to qualify for housing are often set relative to AMI. The HUD determines housing

affordability by measuring if households are spending less than 30 percent of their income on housing. If households are spending more than 30 percent of income on housing, they are determined to be “cost burdened”. Households need remaining income to afford other essentials, such as food, transportation, utilities, childcare, healthcare, and clothing. If households are spending more 50 percent of income on housing, the HUD metric labels the household as “severely cost burdened”.

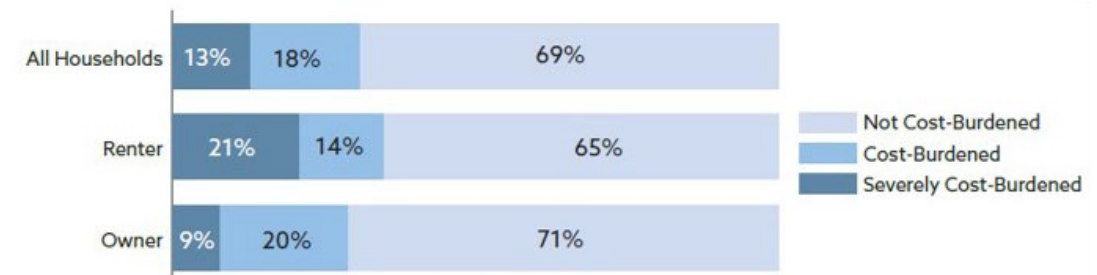
Exhibit 4 describes the different income bands that currently exist within Stanwood and whether these income bands are cost burdened or severely cost burdened. Exhibit 5 is a breakdown of Stanwood's AMI between owners and renters. Both exhibits indicate that low-income residents and renters are much more cost-burdened than their wealthier neighbors. Exhibit 6 describes the gaps in housing affordable to each income level. The mismatches display how the affordability of housing units is inconsistent with what households can afford.

## EXHIBIT 4. HOUSEHOLDS BY INCOME LEVEL AND COST-BURDEN STATUS



Source: HUD CHAS, 2014-2018 ACS 5-year Estimate.

## EXHIBIT 5. COST BURDENS FOR OWNERS AND RENTERS



Source: HUD CHAS, 2014-2018 ACS 5-year Estimate.

## EXHIBIT 6. HOUSING GAP BY INCOME



Source: HUD CHAS, 2014-2018 ACS 5-year Estimate.

## Future Housing Gaps<sup>1</sup>

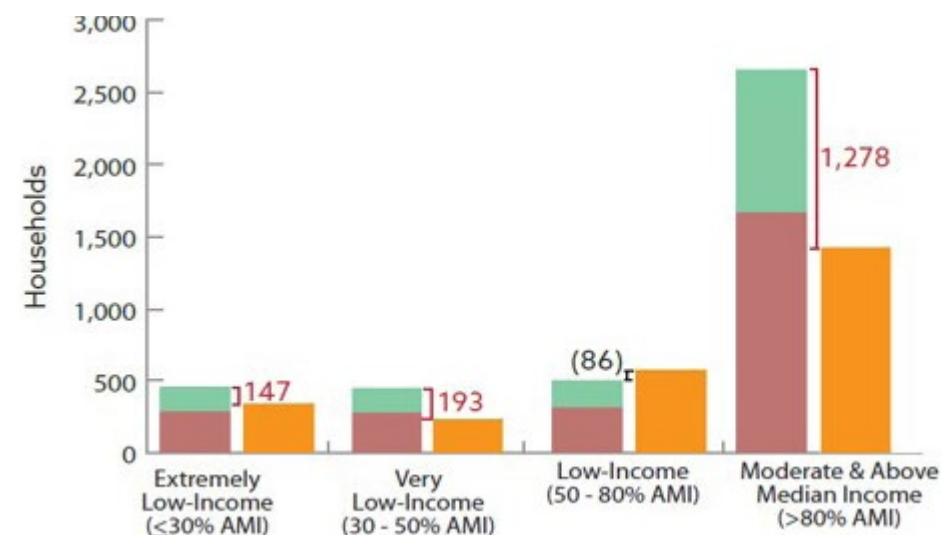
Exhibit 6 evaluates how the existing supply gap is projected to change by 2044 for each income level to meet the countywide needs based on the city's future population. More units are likely to be needed across the extremely low, very low, moderate-, and above-income ranges.

<sup>1</sup> Permitting data described in Exhibit 6 is sourced from PSRC with data as recent as 2020. Since 2020, additional residential permits have gone through the City which have not yet been captured by PSRC. There may be a discrepancy between the number of residential permits issued by the City of Stanwood and what is noted in PSRC's data.

By 2044, more units available for ownership will be necessary for all economic segments of the population, except for where there is projected surplus in the low-income range. Special attention will be needed to fill the gap in units available for ownership for the moderate- and above-income range. In addition, more rental units by 2044 will be necessary for the very low-income and moderate- and above-income households, especially at the higher end of the spectrum. Special attention will be needed to fill the gap in housing units for extremely and very low-income households, who typically need subsidized forms of housing to be available.

Since 2020, additional residential permits have gone through the City which have not yet been captured by PSRC.

### EXHIBIT 6. FUTURE HOUSING GAP BY INCOME



Source: OFM, 2020; 2014-2018 ACS 5-year estimates; 2016-2020 ACS 5-year estimates; PSRC, 2019; HUD CHAS; Snohomish County Buildable Lands Report, 2021.

POLICY EVALUATION

The Stanwood Comprehensive Plan Housing Element evaluation is an assessment of the City’s housing policies from the 2015 Comprehensive Plan update. The policy evaluation demonstrates how the Housing Action Plan’s objectives align with current policies and where there are policy gaps supporting recommended action. Additionally, the review identifies how Puget Sound Regional County and Snohomish County Countywide Policies align with Stanwood’s housing policies and if there are any consistency policy gaps or partial policy gaps.

Regional Consistency Evaluation

The following policy matrix lists the Stanwood 2015 Comprehensive Plan - Housing Element policies, Vision 2050 Housing Policies, Snohomish Countywide Planning Policies, and the gaps or partial gaps between city and regional housing policies. Recommendations are provided to align city housing policies with regional housing policies and Stanwood HAP actions.

MPP = Multicounty planning policy  
DP = Development pattern policy  
HO = Housing policy  
HP = Housing policy  
LUP = Land Use policy  
EDP = Economic development policy

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                                                              | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>MPP-H-1</b><br><i>Plan for housing supply, forms, and densities to meet the region’s current and projected needs consistent with the Regional Growth Strategy and to make significant progress towards jobs/housing balance.</i> | <b>HO-((2)) 1</b><br><br>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:<br><br>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing<br><br>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.<br><br>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.<br><br>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.<br><br>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.<br><br>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population. | <b>Partial Gap</b><br><br>HP-2.4 - Encourage single and multi-family housing close to transportation facilities, public services, and employment centers.<br><br>HP-2.5 - Encourage the development of townhouses or other housing types, utilizing Planned Residential Developments (PRDs) in various areas to promote affordable housing.<br><br>HP-2.6 - Allow manufactured housing in all residential zones, subject to City development regulations.<br><br>HP-2.7 - Allow qualified senior citizen housing developments, which may include housing for disabled persons, to exceed the maximum zoned density requirements in specified areas.<br><br>HP-2.8 - Support opportunities to accommodate home buyers and renters with varying income levels.<br><br>HP-6.9 - Involve the Housing Authority of Snohomish County, Snohomish County’s Office of Housing and Community Development, and other service providers in various housing programs. | The city should consider ways to focus more on affordable housing specifically in the downtown if that is to be designated a local center. It should also look at supporting additional ways to create additional housing options in single-family areas.<br><br><b>Action A.2.2 Upzoning near commercial nodes and corridors</b><br><br><b>Action A.2.3 Subarea plan for Uptown</b><br><br><b>Action B.1.1 Eliminate maximum densities in traditional neighborhood zones</b><br><br><b>Action B.1.3 Incentive Zoning</b><br><br><b>Action B.2.3 Support re-development of SFR to missing middle housing</b><br><br><b>Action B.3.1 Reduce minimum lot sizes and encourage small lot development</b><br><br><b>Action B.3.3 Increase minimum densities required in SFR Areas</b> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                            |
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| Vision 2050 Housing Policy and Chapter                                                                                                                             | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                   |
| <b>MPP-H-2</b><br><br><i>Provide a range of housing types and choices to meet the housing needs of all income levels and demographic groups within the region.</i> | <b>HO-((2)) 1</b><br><br>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:<br><br>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing<br><br>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.<br><br>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.<br><br>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.<br><br>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.<br><br>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population. | <b>Partial Gap</b><br><br>HP-2.4 - Encourage single and multi-family housing close to transportation facilities, public services, and employment centers.<br><br>HP-2.5 - Encourage the development of townhouses or other housing types, utilizing Planned Residential Developments (PRDs) in various areas to promote affordable housing.<br><br>HP-2.6 - Allow manufactured housing in all residential zones, subject to City development regulations.<br><br>HP-2.7 - Allow qualified senior citizen housing developments, which may include housing for disabled persons, to exceed the maximum zoned density requirements in specified areas.<br><br>HP-2.8 - Support opportunities to accommodate home buyers and renters with varying income levels.<br><br>HP-6.9 - Involve the Housing Authority of Snohomish County, Snohomish County's Office of Housing and Community Development, and other service providers in various housing programs. | The city should consider ways to focus more on affordable housing specifically in the downtown if that is to be designated a local center. It should also look at supporting additional ways to create additional housing options in single-family areas.<br><br><b>No Aligning Action</b> |

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DP = Development pattern policy  
HO = Housing policy  
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| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                                                                                | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>MPP-H-5</b><br><br><i>Promote homeownership opportunities for low-income, moderate-income, and middle-income families and individuals while recognizing historic inequities in access to homeownership opportunities for communities of color.</i> | <b>HO-((2)) 1</b><br><br>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:<br><br>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing<br><br>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.<br><br>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.<br><br>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.<br><br>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.<br><br>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population. | <b>Partial Gap</b><br><br>LUP 1.3 - Create adequate land use capacity to accommodate growth targets by zoning land with sufficient density and range of uses to allow the housing and commercial markets to attract quality development.<br><br>HP-2.4 - Encourage single and multi-family housing close to transportation facilities, public services, and employment centers.<br><br>HP-2.5 - Encourage the development of townhouses or other housing types, utilizing Planned Residential Developments (PRDs) in various areas to promote affordable housing.<br><br>HP-6.9 - Involve the Housing Authority of Snohomish County, Snohomish County's Office of Housing and Community Development, and other service providers in various housing programs.<br><br>HP-2.6 - Allow manufactured housing in all residential zones, subject to City development regulations.<br><br>HP-2.7 - Allow qualified senior citizen housing developments, which may include housing for disabled persons, to exceed the maximum zoned density requirements in specified areas.<br><br>HP-2.8 - Support opportunities to accommodate home buyers and renters with varying income levels. | The city should consider ways to focus more on affordable housing specifically in the downtown if that is to be designated a local center. It should also look at supporting additional ways to create additional housing options in single-family areas.<br><br><b>Action A.1.2 Expand and strengthen local partnerships</b><br><br><b>Action B.1.3 Incentive zoning</b><br><br><b>Action B.2.2 Incentivize the forms of missing middle housing</b><br><br><b>Action C.1.2 Alternative homeowner models</b><br><br><b>Action C.1.3 Strategic marketing of housing assistance</b><br><br><b>Action C.2.1 Sales and use tax for affordable housing</b> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| <b>MPP-H-6</b><br><i>Develop and provide a range of housing choices for workers at all income levels throughout the region that is accessible to job centers and attainable to workers at anticipated wages.</i> | <b>HO-((2)) 1</b><br><br>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:<br><br>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing<br><br>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.<br><br>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.<br><br>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.<br><br>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.<br><br>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population. | <b>Partial Gap</b><br><br>LUP 1.3 - Create adequate land use capacity to accommodate growth targets by zoning land with sufficient density and range of uses to allow the housing and commercial markets to attract quality development.<br><br>HP-2.4 - Encourage single and multi-family housing close to transportation facilities, public services, and employment centers.<br><br>HP-2.5 - Encourage the development of townhouses or other housing types, utilizing Planned Residential Developments (PRDs) in various areas to promote affordable housing.<br><br>HP-6.9 - Involve the Housing Authority of Snohomish County, Snohomish County's Office of Housing and Community Development, and other service providers in various housing programs.<br><br>HP-2.6 - Allow manufactured housing in all residential zones, subject to City development regulations.<br><br>HP-2.7 - Allow qualified senior citizen housing developments, which may include housing for disabled persons, to exceed the maximum zoned density requirements in specified areas.<br><br>HP-2.8 - Support opportunities to accommodate home buyers and renters with varying income levels. | The city should consider ways to focus more on affordable housing specifically in the downtown if that is to be designated a local center. It should also look at supporting additional ways to create additional housing options in single-family areas.<br><br><b>Action A.1.2 Expanding and strengthening local partnerships</b><br><br><b>Action A.1.3 Interjurisdictional Cooperation</b><br><br><b>Action A.2.2 Upzoning near commercial nodes and corridors</b><br><br><b>Action A.2.3 Subarea plan in Uptown</b><br><br><b>Action B.1.2 Multifamily tax exemption</b><br><br><b>Action B.2.2 Incentivize more forms of missing middle housing</b><br><br><b>Action B.2.3 Support redevelopment of SFR into missing middle housing</b><br><br><b>Action C.1.1 Prioritize efforts to age in place</b><br><br><b>Action C.1.2 Alternative homeowner models</b><br><br><b>Action C.1.2 Strategic marketing of housing assistance</b> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>MPP-H-7</b><br><i>Expand the supply and range of housing at densities to maximize the benefits of transit investments, including affordable units, in growth centers and station areas throughout the region.</i> | <b>HO-((2)) 1</b><br><br>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:<br><br>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing<br><br>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.<br><br>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.<br><br>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.<br><br>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.<br><br>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population.<br><br><b>HO-14</b><br><br>The county and cities should ((provide incentives for)) incentivize and promote the development and preservation of long-term affordable housing ((such as)) through the use of zoning, taxation, and other tools, including height or density bonuses, property tax incentives and parking requirement reductions. The incentives should apply where feasible to encourage affordable housing. | <b>Partial Gap</b><br><br>LUP 1.3 - Create adequate land use capacity to accommodate growth targets by zoning land with sufficient density and range of uses to allow the housing and commercial markets to attract quality development.<br><br>HP-2.4 - Encourage single and multi-family housing close to transportation facilities, public services, and employment centers.<br><br>HP-2.5 - Encourage the development of townhouses or other housing types, utilizing Planned Residential Developments (PRDs) in various areas to promote affordable housing.<br><br>HP-6.9 - Involve the Housing Authority of Snohomish County, Snohomish County's Office of Housing and Community Development, and other service providers in various housing programs.<br><br>HP-2.6 - Allow manufactured housing in all residential zones, subject to City development regulations.<br><br>HP-2.7 - Allow qualified senior citizen housing developments, which may include housing for disabled persons, to exceed the maximum zoned density requirements in specified areas.<br><br>HP-2.8 - Support opportunities to accommodate home buyers and renters with varying income levels. | The city should consider ways to focus more on affordable housing specifically in the downtown if that is to be designated a local center. It should also look at supporting additional ways to create additional housing options in single-family areas.<br><br><b>Action A.2.2 Upzoning near commercial nodes and corridors</b><br><br><b>Action A.2.3 Subarea plan in Uptown</b><br><br><b>Action B.1.2 Multifamily tax exemption</b><br><br><b>Action B.2.1 Incentivize and encourage infill housing</b> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| <b>MPP-H-7</b><br><i>Expand the supply and range of housing at densities to maximize the benefits of transit investments, including affordable units, in growth centers and station areas throughout the region.</i> | <b>HO-((2)) 1</b><br><p>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:</p> <p>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing</p> <p>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.</p> <p>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.</p> <p>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.</p> <p>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.</p> <p>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population.</p><br><b>HO-14</b><br><p>The county and cities should ((provide incentives for)) incentivize and promote the development and preservation of long-term affordable housing ((such as)) through the use of zoning, taxation, and other tools, including height or density bonuses, property tax incentives and parking requirement reductions. The incentives should apply where feasible to encourage affordable housing.</p> | <b>Partial Gap</b><br><p>HP-4.1 - Rely on community input, the vision and values for Stanwood, and the assessed future housing needs to make changes in residential densities. Base recommended changes on:</p> <ul style="list-style-type: none"><li>Existing residential zoning districts</li><li>Land suitability and availability</li><li>Existing land use patterns</li><li>Available or planned capital facility/public service capacity</li></ul> <p>HP-4.2 - Maintain quality of residential neighborhoods when providing a mix of housing types and densities.</p> <p>HP-4.3 - On lots where feasible, allow single-family homes to have accessory units or “mother-in-law apartments” where zoning requirements can be met. Discourage use in areas where on-street parking congestion and other safety factors would cause problems.</p> <p>HP-4.4 - Allow mixed residential densities in subdivisions and planned developments where traditional neighborhood goals, designs, and amenities can be achieved for a variety of housing types and densities.</p> <p>HP-1.7 - Utilize appropriate zoning techniques, including density bonuses for affordable housing, in order to meet the City’s “fair share” of affordable housing goals.</p> | <p>City could consider adding language to existing policies or adopting one or more new policies focused on preservation specifically of existing long-term affordable housing.</p> <p><b>Action B.1.1 Eliminate maximum densities in traditional neighborhood zones in conjunction with form-based code</b></p> <p><b>Action B.2.2 Incentivize more forms of missing middle housing</b></p> <p><b>Action B.2.3 Support the redevelopment of SFR to missing middle housing</b></p> <p><b>Action B.3.3 Increasing minimum densities required in single family residential areas.</b></p> <p><b>Action C.2.1 Sales and use tax for affordable housing</b></p> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                        | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>MPP-H-8</b><br><i>Promote the development and preservation of long-term affordable housing options in walking distance to transit by implementing zoning, regulations, and incentives.</i> | <b>HO-((2)) 1</b><br><p>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:</p> <p>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing</p> <p>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.</p> <p>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.</p> <p>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.</p> <p>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.</p> <p>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population.</p><br><b>HO-14</b><br><p>The county and cities should ((provide incentives for)) incentivize and promote the development and preservation of long-term affordable housing ((such as)) through the use of zoning, taxation, and other tools, including height or density bonuses, property tax incentives and parking requirement reductions. The incentives should apply where feasible to encourage affordable housing.</p> | <b>Partial Gap</b><br><p>HP-2.4 - Encourage single and multi-family housing close to transportation facilities, public services, and employment centers.</p> <p>HP-2.5 - Encourage the development of townhouses or other housing types, utilizing Planned Residential Developments (PRDs) in various areas to promote affordable housing.</p> <p>HP-6.9 - Involve the Housing Authority of Snohomish County, Snohomish County’s Office of Housing and Community Development, and other service providers in various housing programs.</p> <p>HP-2.6 - Allow manufactured housing in all residential zones, subject to City development regulations.</p> <p>HP-((2)) 1-HP-2.7 - Allow qualified senior citizen housing developments, which may include housing for disabled persons, to exceed the maximum zoned density requirements in specified areas.</p> <p>HP-2.8 - Support opportunities to accommodate home buyers and renters with varying income levels.</p> | <p>The city should consider ways to focus more on affordable housing specifically in the downtown if that is to be designated a local center. It should also look at supporting additional ways to create additional housing options in single-family areas.</p> <p><b>Action A.1.1 Strategic infrastructure improvements</b></p> <p><b>Action A.1.3 Community Development Block Grant</b></p> <p><b>Action A.2.1 Form-based code for the downtown core and uptown area</b></p> <p><b>Action A.2.2 Upzoning near commercial nodes and corridors</b></p> <p><b>Action A.2.3 Subarea plan in Uptown</b></p> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                        | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>MPP-H-8</b><br><i>Promote the development and preservation of long-term affordable housing options in walking distance to transit by implementing zoning, regulations, and incentives.</i> | <b>HO-((2)) 1</b><br><br>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:<br><br>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing<br><br>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.<br><br>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.<br><br>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.<br><br>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.<br><br>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population.<br><br><b>HO-14</b><br><br>The county and cities should ((provide incentives for)) incentivize and promote the development and preservation of long-term affordable housing ((such as)) through the use of zoning, taxation, and other tools, including height or density bonuses, property tax incentives and parking requirement reductions. The incentives should apply where feasible to encourage affordable housing. | <b>Partial Gap</b><br><br>HP-4.1 - Rely on community input, the vision and values for Stanwood, and the assessed future housing needs to make changes in residential densities. Base recommended changes on:<br><br>• Existing residential zoning districts<br>• Land suitability and availability<br>• Existing land use patterns<br>• Available or planned capital facility/public service capacity<br><br>HP-4.2 - Maintain quality of residential neighborhoods when providing a mix of housing types and densities.<br><br>HP-4.3 - On lots where feasible, allow single-family homes to have accessory units or “mother-in-law apartments” where zoning requirements can be met. Discourage use in areas where on-street parking congestion and other safety factors would cause problems.<br><br>HP-4.4 - Allow mixed residential densities in subdivisions and planned developments where traditional neighborhood goals, designs, and amenities can be achieved for a variety of housing types and densities.<br><br>HP-1.7 - Utilize appropriate zoning techniques, including density bonuses for affordable housing, in order to meet the City’s “fair share” of affordable housing goals. | City could consider adding language to existing policies or adopting one or more new policies focused on preservation specifically of existing long-term affordable housing.<br><br>The city should add language to LU-P14 to consider innovative development techniques to increase affordable housing.<br><br><b>Action A.1.2 Expanding and strengthening local partnerships</b><br><br><b>Action C.1.1 Prioritize efforts to age in place</b><br><br><b>Action C.1.3 Strategic marketing of housing assistance</b><br><br><b>Action C.2.1 Sales and use tax for affordable housing</b> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                                                                                                                                          | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                                                                                                                                                                        | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>MPP-H-9</b><br><i>Expand housing capacity for moderate density housing to bridge the gap between single-family and more intensive multifamily development and provide opportunities for more affordable ownership and rental housing that allows more people to live in neighborhoods across the region.</i> | <b>HO-4</b><br><br>The county and cities should implement policies that allow for the development of moderate density housing to help meet future housing needs, diversify the housing stock, and provide more affordable home ownership and rental opportunities. This approach should include code updates to ensure that zoning designations and allowed densities, housing capacity, and other restrictions do not preclude development of moderate density housing. | <b>Partial Gap</b><br><br>HP-6.10 - Encourage the preservation of the exterior of older housing that is being converted to multi-family units.<br><br>HP-7.1 - Encourage the development of quality single family homes.<br><br>HP-7.2 - Encourage the development of quality multi-family homes.<br><br>HP-4.1 - Rely on community input, the vision and values for Stanwood, and the assessed future housing needs to make changes in residential densities. Base recommended changes on:<br><br>• Existing residential zoning districts<br>• Land suitability and availability<br>• Existing land use patterns<br>• Available or planned capital facility/public service capacity | This is a new policy. Some of the city’s policies partially address this, but the city could consider a couple new policies specifically on moderate density housing and more affordable home ownership opportunities to support any changes to the housing element and development regulations in line with updated housing element requirements in RCW 36.70A.070.<br><br><b>Action B.1.1 Eliminate maximum densities in traditional neighborhood zones in conjunction with form-based code</b><br><br><b>Action B.2.1 Incentivize and encourage infill development</b><br><br><b>Action B.2.2 Incentivize more forms of missing middle housing</b><br><br><b>Action B.2.3 Support the redevelopment of SFR to missing middle housing</b><br><br><b>Action B.3.3 Increasing minimum densities required in single family residential areas.</b> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                    |                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                                               | Implementing Snohomish Countywide Planning Policy | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>MPP-H-10</b><br><br><i>Encourage jurisdictions to review and streamline development standards and regulations to advance their public benefit, provide flexibility, and minimize additional costs to housing.</i> | <b>NOT IN CROSSWALK TABLE</b>                     | <b>Partial Gap</b><br><br>LUP 7.8 - Incentives supporting development in the Downtown Center should be evaluated to reduce the cost of development within the floodplain. Incentives may include programs such as:<br><br>a. Streamlined processing;<br>b. Reduction in impact fees when road and park facilities are not required to serve new capacity;<br>c. Regional stormwater and drainage facilities;<br>d. Off-site mitigation sites for wetland, flood and stormwater mitigation.<br><br>EDP-8.3 - Streamline the permit process for developments that are consistent with the Downtown Plan. | Income band policies<br>The city could consider adopting development standards streamlining as a land use goal related to housing and/or a housing goal encouraging the city to seek ways to streamline standards and permit process to minimize unnecessary costs to housing.<br><br><b>Action B.3.4 Flexible lot development in single family residential zones</b><br><br><b>Action C.2.2 Prescriptive development standards and streamlined permit review for affordable housing</b><br><br><b>Action C.2.3 Alternative development standards for affordable housing</b><br><br><b>Action C.2.4 Permit fee waivers or reductions for affordable housing</b> |

| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                                                                                                                                      |                                                                                                                                                            |                                                                        |                                                                                                                                                                                                                                                                                                                                                                           |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                                                                                                                                                                 | Implementing Snohomish Countywide Planning Policy                                                                                                          | City Comprehensive Plan Policy implementing the new or revised policy? | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                  |
| <b>MPP-H-12</b><br><br><i>Identify potential physical, economic, and cultural displacement of low- income households and marginalized populations that may result from planning, public investments, private redevelopment and market pressure. Use a range of strategies to mitigate displacement impacts to the extent feasible.</i> | <b>HO-5 d.</b><br><br>Evaluate the risk of physical and economic displacement of residents, especially low-income households and marginalized populations. | <b>Policy Gap</b>                                                      | City should consider developing new policy or policies related to countering economic and physical displacement of low-income households and marginalized populations.<br><br><b>Action A.1.1 Strategic Infrastructure Improvements</b><br><br><b>Action A.1.2 Expand and strengthen local partnerships</b><br><br><b>Action A.1.4 Community Development Block Grants</b> |

MPP = Multicounty planning policy  
DP = Development pattern policy  
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| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                                                                                                                                                                                                                                                    | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                            | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>H-ACTION-4 (LOCAL)</b><br><i>Local Housing Needs: Counties and cities will conduct a housing needs analysis and evaluate the effectiveness of local housing policies and strategies to achieve housing targets and affordability goals to support updates to local comprehensive plans. Analysis of housing opportunities with access to jobs and transportation options will aid review of total household costs.</i> | <b>HO-((2)) 1</b><br><br>The county and cities shall make provisions in their comprehensive plans to accommodate existing and projected housing needs, ((including)) consistent with the Regional Growth Strategy and Snohomish County Growth Targets. Plans must include a specific assessment of housing needs by economic segment ((within the community)), as ((indicated)) described in the housing report prescribed in CPP HO-5. Those provisions should consider the following ((factors)) strategies:<br><br>a. ((Avoiding)) Avoid further concentrations of low-income and special needs housing<br><br>b. ((Increasing)) Increase opportunities and capacity for affordable housing in ((urban)) Regional, Countywide, and local growth centers.<br><br>c. ((Increasing)) Increase opportunities and capacity for affordable housing close to employment, education, shopping, public services, and public transit.<br><br>d. ((Increasing)) Increase opportunities and capacity for affordable and special needs housing in areas where affordable housing is currently lacking.<br><br>e. (Supporting)) Support affordable housing opportunities in other Snohomish County jurisdictions, as described below in ((CPP HO-4)) CPP-HO-3.<br><br>f. Support the creation of additional housing options in single-family neighborhoods to provide for more diverse housing types and choices to meet the various needs of all economic segments of the population. | <b>Partial Gap</b><br><br>HP-4.1 - Rely on community input, the vision and values for Stanwood, and the assessed future housing needs to make changes in residential densities. Base recommended changes on:<br><br>• Existing residential zoning districts<br><br>• Land suitability and availability<br><br>• Existing land use patterns<br><br>• Available or planned capital facility/public service capacity | The CPP and city policy were derived from doing research around existing CPPs and city policies that matched closely.<br><br><b>Action A.2.3 Subarea plan in uptown</b><br><br><b>Action B.1.1 Eliminate maximum densities in traditional neighborhood zones</b><br><br><b>Action B.1.3 Incentive zoning</b><br><br><b>Action B.2.2 Incentivize more forms of missing middle housing</b><br><br><b>Action B.2.3 Support redevelopment of SFR to missing middle housing</b><br><br><b>Action C.2.5 Outreach and public education</b> |

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| HOUSING POLICY CONSISTENCY REVIEW                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Vision 2050 Housing Policy and Chapter                                                                                                                                                                                                                                          | Implementing Snohomish Countywide Planning Policy                                                                                                                                                                                                                                                                               | City Comprehensive Plan Policy implementing the new or revised policy?                                                                                                                                                                                                                                                                                                                                                  | Suggested Actions or Aligning HAP Action                                                                                                                                                                                                                                                                                                                                                                              |
| <b>H-ACTION-5 (LOCAL)</b><br><i>Affordable Housing Incentives: As counties and cities plan for and create additional housing capacity consistent with the Regional Growth Strategy, evaluate techniques such as inclusionary and incentive zoning to provide affordability.</i> | <b>HO-((4)) 3</b><br><br>The county and cities should participate in ((a)) multi-jurisdictional affordable housing ((program or)) programs and engage in other cooperative ((effort)) efforts to promote and contribute to an adequate ((and diversified)) supply of affordable, special needs, and diverse housing countywide. | <b>Partial Gap</b><br><br>HP-4.4 - Allow mixed residential densities in subdivisions and planned developments where traditional neighborhood goals, designs, and amenities can be achieved for a variety of housing types and densities.<br><br>HP-1.7 - Utilize appropriate zoning techniques, including density bonuses for affordable housing, in order to meet the City's "fair share" of affordable housing goals. | City could consider adding support in existing policies specifically for special needs housing.<br><br><b>Action B.1.3 Incentive zoning</b><br><br><b>Action C.2.1 Sales and use tax for affordable housing</b><br><br><b>Action C.2.2 Prescriptive development standards and streamlined permit review for affordable housing</b><br><br><b>Action C.2.4 Permit fee waivers or reductions for affordable housing</b> |

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IMPLEMENTATION EVALUATION

The purpose of the evaluation is to analyze the effectiveness of Stanwood’s current housing policies by understanding the impact the 2015 Comprehensive Plan Housing Element had on housing development between 2015 to 2022. The following table lists the polices in the Housing Element, implementation status, success indicators and measurable outcomes, and recommendations to enhance success or realign with the Housing Action Plan.

| IMPLEMENTATION EVALUATION                                                                                                                                                                                       |                                                                                                                                                                                             |                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| Goals/Policies                                                                                                                                                                                                  | Implementation                                                                                                                                                                              | Success Indicators                                                                      | Outcomes                                                                                                                                                                                                                                                                                                                                                                                                          | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>HG-1 - To provide fair and equal access to housing for all persons regardless of race, color, religion, gender, sexual orientation, age, national origin, family status, source of income or disability.</b> |                                                                                                                                                                                             |                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>HP-1.1</b><br><i>Encourage the use of affordable housing techniques and incentives to assure housing opportunities for people of all incomes, ages, and assistance needs.</i>                                | Programs, policies, or partnerships<br><br>Code adoptions or amendments<br><br>Public Incentives<br><br>Streamlining of permitting and/or development<br><br>Unit or in-lieu fee provisions | Any code adoption or amendment<br><br>Number of building permits for affordable housing | Ordinance No. 1492, amending SMC 17.10, 17.30, 17.60, 17.79, 17100.050: Creation of CG MXO zone, PO zone.<br><br>Ordinance 1444, Amending SMC 17.30 Zoning use to add Assisted/independent living, congregate care facility to MR, TN, MB-II, GC zones<br><br>Zero permits for subsidized units<br><br>Zero development agreements with affordable housing provisions<br><br>Zero incentives developed since 2015 | Change zoning to match recommendations from the 2024 HAP.<br><br>Continue to encourage the use of affordable housing techniques through multiple housing typologies.<br><br>Monitor the number of building permits granted for different styles of development.<br><br>Consider increasing the types of housing allowed in different types of zones and using incentive programs to increase the usage of non-standard detached SFR permitting programs. |

| IMPLEMENTATION EVALUATION                                                                                                                                                                                                                     |                                                                                                                                             |                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| Goals/Policies                                                                                                                                                                                                                                | Implementation                                                                                                                              | Success Indicators                                                                                                                                                                                                | Outcomes                                                                                                                                                                                                                                                                                                                                                                                                    | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| HG-1 - To provide fair and equal access to housing for all persons regardless of race, color, religion, gender, sexual orientation, age, national origin, family status, source of income or disability.                                      |                                                                                                                                             |                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>HP-1.2</b><br><i>Encourage housing opportunities for those with housing assistance needs through the use of available regional and federal funding programs</i>                                                                            | Programs, policies, or partnerships<br><br>Transitional, supportive, or subsidized housing<br><br>Applications for state and federal grants | Number of grants awarded for housing.<br><br>Financial support of housing trust fund or partnership<br><br>Number of transitional, supportive, or subsidized housing units.<br><br>Webpage with housing resources | Grant Funding from HB 1923 for the Housing Action Plan<br><br>\$0 in regional and federal funding received.<br><br>Stanwood has been a member of the Alliance for Housing Affordability (AHA) since 2014.<br><br>SMC Title 3 demonstrates a tax fund amounting to \$43,633.41 that supports tenants and affordable housing.<br><br>There have been no new subsidized units developed in the city sine 2011. | It is recommended that the city continue to pursue funding from regional and federal funding programs for housing related opportunities, maintain the affordable housing fund, and continue to further encourage development of affordable housing in compliance of HB 1220.                                                                                                                                                                                                                                                                                                                                         |
| <b>HP-1.3</b><br><i>Disperse small scale special needs housing throughout the residential neighborhoods. Special needs housing provides living arrangements for those with physical, mental, or emotional disabilities where appropriate.</i> | Code adoption or amendments<br><br>Transitional and supportive housing<br><br>Subsidized housing                                            | A code adoption or amendment<br><br>Increase in the prevalence of special needs housing through residential neighborhoods                                                                                         | Ordinance 1444, Amending SMC 17.30 Zoning use to add Assisted/independent living, congregate care facility to MR, TN, MB-II, GC zones<br><br>SMC 17.30.060: residential use zoning table.<br><br>Zero new special needs housing developments through residential neighborhoods                                                                                                                              | SMC 17.30.060 demonstrates that “homeless housing” is permitted in all residential zones. “Homeless housing” means housing types that are usually geared specifically towards homeless populations including: transitional housing and permanent supportive housing.<br><br>It is recommended that the city track the amount of special needs housing developed in the MR, TN, MB-II, and GC zones.<br><br>If there has not been sufficient development of special needs housing, it is recommended that the city develop an incentive program or relax requirements for special needs housing in residential areas. |

| IMPLEMENTATION EVALUATION                                                                                                                                                                                |                                                                                                                  |                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| Goals/Policies                                                                                                                                                                                           | Implementation                                                                                                   | Success Indicators                                                                                                                                                                                                                                                             | Outcomes                                                                                                                                                                                                                                                                                                           | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| HG-1 - To provide fair and equal access to housing for all persons regardless of race, color, religion, gender, sexual orientation, age, national origin, family status, source of income or disability. |                                                                                                                  |                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>HP-1.4</b><br><i>Provide opportunities for siting manufactured housing.</i>                                                                                                                           | Code adoptions or amendments                                                                                     | Any code adoption or amendment<br><br>Number of building permits issued for manufactured housing                                                                                                                                                                               | SMC 17.30.060: residential use zoning table.<br><br>SMC 17.95.395<br>Manufactured home parks<br><br>Loss of 4 manufactured housing units.                                                                                                                                                                          | SMC 17.30.060 demonstrates that manufactured housing is permitted in all residential zones except MR.<br><br>Monitor the proliferation of manufactured housing through the city.<br><br>If there is inadequate development of manufactured housing, consider flexible development standards.<br><br>If the city is satisfied with the development pattern of manufactured housing in the city, consider altering this policy to preserve opportunities for siting manufactured housing |
| <b>HP-1.5</b><br><i>Encourage and assist in rehabilitating and preserving existing affordable housing.</i>                                                                                               | Preservation/ rehabilitation programs<br><br>Programs, policies, or partnerships<br><br>Public outreach strategy | Financial support of housing trust fund or partnership.<br><br>Development of a preservation, conversion, or rehabilitation program.<br><br>Number of building permits issued for remodeling residential structures.<br><br>Advertisement of resources on city media platforms | Stanwood is a member of the Alliance for Housing Affordability (AHA).<br><br>Stanwood does not have a preservation or rehabilitation program.<br><br><b>XX permits for remodeling existing housing stock</b><br><br>There is no marketing or collection of available resources on city website or media platforms. | It is recommended that the city make funding available for preservation or rehabilitation of existing affordable housing either through local funds or through the regional housing alliance.<br><br>The City could advertise for home rehabilitation and preservation programs to better communicate the availability of resources to residents.                                                                                                                                      |

HP = Housing policy

| IMPLEMENTATION EVALUATION                                                                                                                                                                                |                                                                                                                                                                                 |                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Goals/Policies                                                                                                                                                                                           | Implementation                                                                                                                                                                  | Success Indicators                                                                                                                                                                      | Outcomes                                                                                                                                                                                                                                                                                                                                                                                                                                | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| HG-1 - To provide fair and equal access to housing for all persons regardless of race, color, religion, gender, sexual orientation, age, national origin, family status, source of income or disability. |                                                                                                                                                                                 |                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>HP-1.6</b><br><i>Accept and plan for Stanwood's "fair share" of the County's affordable housing needs as determined by the Snohomish County Tomorrow planning process.</i>                            | Housing Needs Assessment                                                                                                                                                        | Number of permits issued to residential structures that are not single-family residential projects.<br><br>Housing Needs Assessment and Housing Action Plan                             | Ordinance No. 1492, amending SMC 17.10, 17.30, 17.60, 17.79, 17.100.050: Creation of CG MXO zone, PO zone.<br><br><b>XX building permits issued for non-SFR residential structures; 161 MF units</b><br><br>2022 Housing Needs Assessment<br><br>2024 Housing Comprehensive Plan<br><br>2029 Comprehensive Plan mid-point evaluation                                                                                                    | It is recommended that the city change zoning to match recommendations from the 2024 HAP.<br><br>Continue to encourage the use of affordable housing techniques through allowing further uses and mixed uses<br><br>Track the permitting of new development by type and quantity and demonstrate if the City is on track to meeting County housing targets.<br><br>Internal monitoring of housing needs assessment in coordination with the mid-point evaluation of the Comprehensive Plan in 2029.                          |
| <b>HP-1.7</b><br><i>Utilize appropriate zoning techniques, including density bonuses for affordable housing, in order to meet the City's "fair share" of affordable housing goals.</i>                   | Code adoptions or amendments<br><br>Density bonuses or other incentives for different housing typologies.<br><br>Marketing and coordination with housing providers, non-profits | Any code adoption or amendment<br><br>Number of uses of incentive program by developers<br><br>Number of deficiencies in housing allocated for extremely low and very low-income bands. | Ordinance No. 1492, amending SMC 17.10, 17.30, 17.60, 17.79, 17.100.050: Creation of CG MXO zone, PO zone.<br><br>Ordinance No. 1398, amending SMC 17.60.030 to increase density for all units in TN zone<br><br>27 housing units are missing for very low-income households as of 2019. Housing gap analysis indicates a potential future shortfall of 147 units for extremely-low income and 193 units for very-low income households | It is recommended that the city investigate the feasibility to create density bonuses, increase height, or increase structural coverage to incentivize the creation of affordable housing. It is recommended that the city consider a study to evaluate which types of incentives would work for developers but meet local needs.<br><br>Adopt or amend zoning code to have clear and concise language that demonstrates a process for which appropriate zoning techniques can be applied to affordable housing development. |

| IMPLEMENTATION EVALUATION                                                                                                                                                                                |                              |                              |                                                                                                                                   |                                                                                                                                                              |
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| Goals/Policies                                                                                                                                                                                           | Implementation               | Success Indicators           | Outcomes                                                                                                                          | Recommendations                                                                                                                                              |
| HG-1 - To provide fair and equal access to housing for all persons regardless of race, color, religion, gender, sexual orientation, age, national origin, family status, source of income or disability. |                              |                              |                                                                                                                                   |                                                                                                                                                              |
| <b>HP-1.8</b><br><i>Treat residential structures that provide group homes for children and that meet the definition of "familial status" the same as other residential structures.</i>                   | Code adoptions or amendments | Code adoptions or amendments | SMC 17.30.060: Residential use zoning table established<br><br>SMC 17.95.375: Supplemental standards for special residential uses | The city appears to have fully met the intention of this housing policy. The city could change language to preserve the treatment of residential structures. |
| <b>HP-1.9</b><br><i>Treat residential structures that provide group homes for the disabled and that meet the definition of "familial status" the same as other residential structures.</i>               | Code adoptions or amendments | Code adoptions or amendments | SMC 17.30.060: Residential use zoning table established<br><br>SMC 17.95.375: Supplemental standards for special residential uses | The city appears to have fully met the intention of this housing policy. The city could change language to preserve the treatment of residential structures. |

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| IMPLEMENTATION EVALUATION                                                                                                                |                                                                                                                                           |                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                |
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| Goals/Policies                                                                                                                           | Implementation                                                                                                                            | Success Indicators                                                                                                                                                                                                        | Outcomes                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                |
| HG-2 - To provide a range of housing types to ensure an adequate choice of living accommodations for those desiring to live in Stanwood. |                                                                                                                                           |                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>HP-2.1</b><br><i>Encourage the development of a full range of housing types to meet the needs of all citizens of Stanwood.</i>        | Code adoptions or amendments<br><br>Incentives for different housing typologies<br><br>Incentive programs for specific housing typologies | Code adoption or amendment on permitted uses<br><br>Number of permits issued to residential structures that are not single-family or multi-family residential projects<br><br>Development of housing incentive program(s) | Ordinance No. 1492, amending SMC 17.10, 17.30, 17.60, 17.79, 17.100.050: Creation of CG MXO zone, PO zone.<br><br>Ordinance 1444, Amending SMC 17.30 Zoning use to add Assisted/independent living, congregate care facility to MR, TN, MB-II, GC zones<br><br>XX building permits in residential districts<br><br>XX building permits issued for structures that are not single-family residential projects; 161 MF units<br><br>No adoption of housing incentive programs. | Change zoning to match recommendations from the 2024 HAP.<br><br>Continue to encourage the use of affordable housing techniques through allowing further uses and mixed uses.<br><br>Monitor the number of building permits granted for different styles of development.<br><br>Create incentive programs to encourage the development of housing styles besides single family residential developments.       |
| <b>HP-2.2</b><br><i>Balance the housing needs of the entire community when determining development regulations.</i>                      | Housing studies, needs assessments, action plans<br><br>Code adoptions or amendments                                                      | Any code adoption or amendment<br><br>A completed housing study, needs assessment, or action plan                                                                                                                         | 2022 Housing Action Plan<br><br>2023 Housing Action Plan                                                                                                                                                                                                                                                                                                                                                                                                                     | The city should continue to monitor the housing needs of their community past the 2022 Housing Needs Assessment and determine the effectiveness of the policies implemented because of the 2024 Housing Action Plan. Actions recommended in the HAP should be considered and prioritized in future municipal code updates. Continue community engagement efforts when revising and developing new regulations. |

| IMPLEMENTATION EVALUATION                                                                                                                                                                 |                                                                                                                                                     |                                                                                                                                                                                                             |                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Goals/Policies                                                                                                                                                                            | Implementation                                                                                                                                      | Success Indicators                                                                                                                                                                                          | Outcomes                                                                                                                                         | Recommendations                                                                                                                                                                                                                                                                                                                                                                                              |
| HG-2 - To provide a range of housing types to ensure an adequate choice of living accommodations for those desiring to live in Stanwood.                                                  |                                                                                                                                                     |                                                                                                                                                                                                             |                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>HP-2.3</b><br><i>Allow housing units within commercial buildings in appropriate zones.</i>                                                                                             | Code adoptions or amendments                                                                                                                        | Any code adoption or amendment                                                                                                                                                                              | Ordinance No. 1492, amending SMC 17.10, 17.30, 17.60, 17.79, 17.100.050: Creation of CG MXO zone, PO zone                                        | The city could consider expanding the mixed use overlay or permitting mixed use development in more zones.                                                                                                                                                                                                                                                                                                   |
| <b>HP-2.4</b><br><i>Encourage single and multi-family housing close to transportation facilities, public services, and employment centers.</i>                                            | Code adoptions or amendments supporting housing development close to transportation; TOD Overlay                                                    | Any code adoption or amendment<br><br>Number of building permits issued for single or multi-family housing units near transportation facilities or public services or the downtown business district zones. | SMC 17.77.010 Transit overlay<br><br>XX building permits issued for housing units close to transportation facilities or business district zones. | The city could further incentivize the development of multifamily housing close to transportation services or expand the extent of the transit overlay. Downtown rezoning should help implement this policy in the 2024 Comprehensive Plan.                                                                                                                                                                  |
| <b>HP-2.5</b><br><i>Encourage the development of townhouses or other housing types, utilizing Planned Residential Developments (PRDs) in various areas to promote affordable housing.</i> | Code adoptions or amendments<br><br>Missing middle housing<br><br>Planned Residential Developments<br><br>Incentives for diverse housing typologies | Code adoption or amendments<br><br>Number of building permits issued for single or multifamily housing units.                                                                                               | SMC 17.60 Zoning Standards, Ordinance No 1140, No 1418<br><br>79 building permits issued using a planned residential development process         | Townhomes are permitted in the R 5.0, MR, and TN zones.<br><br>Monitoring of the number of permits issued using a PRD process would provide greater insight into the success of the PRD program.<br><br>Continue to monitor and evaluate missing middle housing. Consider allowing missing middle housing in other zoning districts.<br><br>Consider incentives for developing missing middle housing forms. |

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| IMPLEMENTATION EVALUATION                                                                                                                                                                         |                                                                   |                                                                                                  |                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| Goals/Policies                                                                                                                                                                                    | Implementation                                                    | Success Indicators                                                                               | Outcomes                                                                                                                                  | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| HG-2 - To provide a range of housing types to ensure an adequate choice of living accommodations for those desiring to live in Stanwood.                                                          |                                                                   |                                                                                                  |                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>HP-2.6</b><br><i>Allow manufactured housing in all residential zones, subject to City development regulations</i>                                                                              | Code adoption or amendments                                       | Any code adoption or Amendment<br><br>Number of building permits issued for manufactured housing | SMC 17.30.060 Permitted Use Table; Ordinance No 1499<br><br>Zero building permits issued for manufactured housing permits or improvements | It is recommended to specify and clarify this policy to better measure and track the effectiveness and outcomes resulting from its implementation.<br><br>The city could add Manufactured/ Mobile Housing to the uses permitted in the MR zone. However this policy is recommended to be revised to be more reflective of where manufactured/ mobile housing is likely or encouraged to be placed.<br><br>If the city does not wish to permit Manufactured/Mobile Housing in the MR zone, it could change this policy. |
| <b>HP-2.7</b><br><i>Allow qualified senior citizen housing developments, which may include housing for disabled persons, to exceed the maximum zoned density requirements in specified areas.</i> | Code adoption or amendments<br><br>Flexible development standards | Any code adoption or amendment                                                                   | None                                                                                                                                      | It is recommended that the city amend SMC 17.60.030, SMC 17.60.020, and 17.60.040 to increase the allowed density of senior citizen housing developments and consider opportunities to reduce development or design standards to encourage development.                                                                                                                                                                                                                                                                |

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| IMPLEMENTATION EVALUATION                                                                                                                |                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Goals/Policies                                                                                                                           | Implementation                                                                                                                                                 | Success Indicators                                                                                                                                                                                                                                                                                                   | Outcomes                                                                                                                                                                                                                                                                            | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| HG-2 - To provide a range of housing types to ensure an adequate choice of living accommodations for those desiring to live in Stanwood. |                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>HP-2.8</b><br><i>Support opportunities to accommodate home buyers and renters with varying income levels.</i>                         | Code adoptions or amendments<br><br>Incentives for diverse housing typologies<br><br>Advertising financial assistance programs<br><br>Housing Needs Assessment | Any code adoption or amendment supporting development of multifamily or affordable housing<br><br>A decrease in the number of cost-burdened or severely cost-burdened residents<br><br>Adopted incentive programs for multifamily or affordable housing<br><br>City webpage describing financial assistance programs | Community Resource Center of Stanwood Camano<br><br>SMC 3.50: Sales and Use tax for Affordable Housing<br><br>SMC 17.30.060 Residential use zoning table<br><br>No incentives were established for affordable or multifamily housing projects.<br><br>2022 Housing Needs Assessment | The city should continue to explore opportunities and partnerships to lower the barrier to housing in the city.<br><br>The city should consider altering the residential development standards for forms of Missing Middle Housing beyond Cottage Development<br><br>The HNA recently measured cost burdened and severely cost-burdened residence in Stanwood. It is recommended that an HNA is conducted every 5-10 years to assess changes in local housing affordability.                                 |
| <b>HP-2.9</b><br><i>Encourage a balance of percentages of housing availability for low, moderate, and high income residents.</i>         | Code adoptions or amendments<br><br>Housing studies, needs assessments, action plans<br><br>Programs, policies, or partnerships                                | Any code adoption or amendment<br><br>A completed housing study, housing needs assessment, or housing action plan<br><br>A decrease in the number of cost-burdened or severely cost-burdened residents<br><br>Non-profit partnerships                                                                                | SMC 17.30.060<br><br>2022 Housing Needs Assessment, 2023 Housing Action Plan<br><br>XX Housing units affordable to residents with <80% AMI since 2015<br><br>Stanwood is a member of the Alliance for Housing Affordability (AHA).                                                  | It is recommended that the city continue to track affordability of housing in the city. It is recommended that an HNA is conducted every 5-10 years to assess changes in local housing affordability.<br><br>It is recommended that the city track the number of permits issued for different housing types in different zones. By interpreting the usage of these housing permitting programs, the city can track and evaluate the success of policies and create targeted incentive and outreach programs. |

| IMPLEMENTATION EVALUATION                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                       |                                                  |                                                                                                                                                   |                                                                                                                                                                                                                                                                                        |
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| Goals/Policies                                                                                                                                                                                                                                                                                                                                                                                                                                    | Implementation                                                                                                                                                        | Success Indicators                               | Outcomes                                                                                                                                          | Recommendations                                                                                                                                                                                                                                                                        |
| HG-4 - Plan an appropriate mix of residential densities in the City and UGA                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                       |                                                  |                                                                                                                                                   |                                                                                                                                                                                                                                                                                        |
| <b>HP-4.1</b><br><i><b>Rely on community input, the vision and values for Stanwood, and the assessed future housing needs to make changes in residential densities. Base recommended changes on:</b></i> <ul style="list-style-type: none"><li>Existing residential zoning districts</li><li>Land suitability and availability</li><li>Existing land use patterns</li><li>Available or planned capital facility/public service capacity</li></ul> | Community outreach as part of the land use change process<br><br>Comprehensive plan update community outreach<br><br>Housing Needs Assessment and Housing Action Plan | High participation in community outreach efforts | Comprehensive Plan Housing Element<br><br>2023 Housing Action Plan Public Outreach Summary<br><br>2022 Housing Needs Assessment<br><br>SMC 17.157 | It is recommended that the city continue to proactively collect community input before codifying land use changes or making other housing related decisions.<br><br>It is recommended that the city continue to collect community input as part of the 2024 Comprehensive Plan update. |

| IMPLEMENTATION EVALUATION                                                                                                         |                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| Goals/Policies                                                                                                                    | Implementation                                                                                                                                      | Success Indicators                                                                                                                                                                                                                                                                                                                                                                                 | Outcomes                                                                                                                                                                                                                                                                | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| HG-4 - Plan an appropriate mix of residential densities in the City and UGA                                                       |                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>HP-4.2</b><br><i><b>Maintain quality of residential neighborhoods when providing a mix of housing types and densities.</b></i> | Code Amendments or Changes<br><br>Zoning Map<br><br>Development Standards<br><br>Design Guidelines<br><br>Impact Fees<br><br>Community satisfaction | Adoption of flexible lot standards, design regulations, or use regulations.<br><br>Number of building permits issued for applicable regulated housing units. Any code change or adoption<br><br>Number of permits issued to residential structures that are not single-family residential projects<br><br>Funding collected from impact fees<br><br>Community surveys polling housing satisfaction | SMC 17.30.060 Residential use zoning table<br><br>2024 Land Use Map<br><br>XX building permits issued for housing structures, by development type<br><br>\$XX allocated to public improvements from impact fees<br><br>2023 Housing Action Plan Public Outreach Process | It is recommended that the city track the number of building permits issued for different types of housing projects<br><br>The city should continue to poll residents on their satisfaction with the Stanwood housing conditions<br><br>The city could consider combining this policy with HP-7.1 and HP-7.2<br><br>Impact fees have been updated in 2022 and are collected for transportation, parks, open space, and recreational facilities, school facilities, and fire facilities. Further consideration can be made to adopt a police service impact fee as public engagement has indicated concern over safety as the population increases in Stanwood. |

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| IMPLEMENTATION EVALUATION                                                                                                                                                                                                                                                       |                                                                                                                 |                                                                                                                                 |                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                     |
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| Goals/Policies                                                                                                                                                                                                                                                                  | Implementation                                                                                                  | Success Indicators                                                                                                              | Outcomes                                                                                                                                                                                             | Recommendations                                                                                                                                                                                                                                                                                                                                     |
| HG-4 - Plan an appropriate mix of residential densities in the City and UGA                                                                                                                                                                                                     |                                                                                                                 |                                                                                                                                 |                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                     |
| <b>HP-4.3</b><br><i>On lots where feasible, allow single-family homes to have accessory units or “mother-in-law apartments” where zoning requirements can be met. Discourage use in areas where on-street parking congestion and other safety factors would cause problems.</i> | Code adoption or amendment<br><br>Incentive programs<br><br>Parking studies<br><br>Development Standards        | Any code changes or adoption<br><br>Number of ADU units permitted in the City                                                   | Article IX Accessory Dwelling Units<br><br>5 ADU units permitted in the city since 2015                                                                                                              | It is recommended that the city track the number of ADU permits issued in the city by zone.<br><br>The city could consider issuing preapproved ADU designs.<br><br>The city could undertake a parking study to understand the impact of ADUs on on-street parking congestion.                                                                       |
| <b>HP-4.4</b><br><i>Allow mixed residential densities in subdivisions and planned developments where traditional neighborhood goals, designs, and amenities can be achieved for a variety of housing types and densities.</i>                                                   | Code adoption or amendments<br><br>Missing middle housing<br><br>Development standards<br><br>Design guidelines | Any code adoption or implementation<br><br>Increased variety of residential development<br><br>Traditional neighborhood designs | SMC 17.30.060 Residential use zoning table<br><br>SMC TN (Traditional Neighborhood) Zoning District; Ordinance No 1444<br><br>XX building permits issued for housing structures, by development type | It is recommended that the city encourage the development of more mixed-use buildings and multifamily units.<br><br>It is recommended that the city track the number of permits issued by development type.<br><br>The city should consider implementing incentive programs to increase the usage of non-standard detached SFR permitting programs. |

| IMPLEMENTATION EVALUATION                                                                                                                                        |                                                                                   |                                                                                                                                                                              |                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| Goals/Policies                                                                                                                                                   | Implementation                                                                    | Success Indicators                                                                                                                                                           | Outcomes                                                                                                                                                                                                          | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| HG-5 - Encourage larger lots where appropriate.                                                                                                                  |                                                                                   |                                                                                                                                                                              |                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>HP-5.1</b><br><i>Allow the use of larger lots in areas where there is a demand for larger, more expensive homes and transit service is not as accessible.</i> | Code adoption or amendment<br><br>Development standards                           | Increasing lot sizes further away from the city center and transit options                                                                                                   | SMC 17.60 zoning standards tables<br><br>2024 Zoning Map update<br><br>2022 Housing Needs Assessment                                                                                                              | The city should continually update the zoning map to reflect this gradient from high to low density. Low density should be prioritized in the northeast region of the city. Downtown should be prioritized for higher density development in alignment with the 2024 Comprehensive Plan and proposed changes to the Zoning Map.<br><br>It is recommended that the city continue to monitor the demand for larger and more expensive homes alongside the availability of transit service within the city |
| <b>HP-5.2</b><br><i>Promote the use of large lot development away from the center of the business district</i>                                                   | Code adoption or amendment<br><br>Development Standards<br><br>Incentive programs | Increasing lot sizes further away from the city center and transit options<br><br>Number of permits issued to single-family residential units compared to other permit types | Permits issued for single family units in SR 12.4 zone compared to other zones – this metric has not been tracked<br><br>Change in average lot size in SR 12.4 and SR 9.6 zones– this metric has not been tracked | The city should continually update the zoning map to reflect this gradient from high to low density.<br><br>It is recommended that the city continue to monitor the demand for larger and more expensive homes alongside the availability of transit service within the city<br><br>It is recommended this policy is combined with 5.1.                                                                                                                                                                 |

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| IMPLEMENTATION EVALUATION                                                                                                           |                                                                                                                                                                 |                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| Goals/Policies                                                                                                                      | Implementation                                                                                                                                                  | Success Indicators                                                                                                                                                                                                                                                                           | Outcomes                                                                                                                                                                                                                                                                                                                         | Recommendations                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| HG-6 - Encourage rehabilitation of older housing and infrastructure.                                                                |                                                                                                                                                                 |                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>HP-6.1</b><br><i>Develop incentives to encourage property owners to retain and rehabilitate existing or older housing stock.</i> | Code adoptions or amendments<br><br>Preservation/ rehabilitation programs<br><br>Public Outreach Strategy<br><br>Non-profit or interjurisdictional coordination | Any code adoption or amendment<br><br>Number of building permits issued for remodeling existing affordable housing units<br><br>Development of preservation/ rehabilitation program and incentives<br><br>Marketing of preservation/ rehabilitation resources<br><br>Non-profit partnerships | <b>XX permits for remodeling existing housing stock</b><br><br>SMC 3.5 Tax Fund for Tenants and Affordable Housing<br><br>\$0 allocated towards preservation and rehabilitation of existing housing stock<br><br>No preservation/ rehabilitation resources<br><br>Stanwood is a member of the Alliance of Housing Affordability. | It is recommended that the city make funding available for preservation or rehabilitation of existing affordable housing.<br><br>It is recommended that the city seek partnerships with local organizations to fund incentives and resource for homeowners to preserve or rehabilitate existing units housing.                                                                                                                                           |
| <b>HP-6.2</b><br><i>Promote education on the use of any available programs to rehabilitate housing.</i>                             | Programs, policies, or partnerships<br><br>Public Outreach Strategy                                                                                             | Increased usage of housing rehabilitation and preservation programs                                                                                                                                                                                                                          | No education campaigns on local rehabilitation programs                                                                                                                                                                                                                                                                          | It is recommended that the city undertake education programs to inform the community on local housing rehabilitation and preservation programs.                                                                                                                                                                                                                                                                                                          |
| <b>HP-6.3</b><br><i>Encourage rehabilitation of older residential and commercial buildings.</i>                                     | Preservation/ rehabilitation programs<br><br>Non-profit or inter-jurisdictionnel coordination<br><br>Public Outreach Strategy                                   | Number of building permits issued for remodeling existing affordable housing or commercial units<br><br>Marketing of preservation/ rehabilitation resources                                                                                                                                  | <b>XX permits for remodeling existing structures</b><br><br>No marketing of preservation/ rehabilitation resources<br><br>Stanwood is a member of the Alliance of Housing Affordability.                                                                                                                                         | It is recommended that the city investigate the feasibility of a fund to rehabilitate commercial and residential structures.<br><br>It is recommended that the city consider streamlining the permitting process for residential and commercial rehabilitation projects.<br><br>It is recommended that the city develop a public outreach strategy or marketing campaign to disseminate information regarding rehabilitation and preservation resources. |

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| IMPLEMENTATION EVALUATION                                                                                                                                                                                                  |                                                                                                                                                        |                                                                                                                           |                                                                                               |                                                                                                                                                                                                                                                                                                                                              |
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| Goals/Policies                                                                                                                                                                                                             | Implementation                                                                                                                                         | Success Indicators                                                                                                        | Outcomes                                                                                      | Recommendations                                                                                                                                                                                                                                                                                                                              |
| HG-6 - Encourage rehabilitation of older housing and infrastructure.                                                                                                                                                       |                                                                                                                                                        |                                                                                                                           |                                                                                               |                                                                                                                                                                                                                                                                                                                                              |
| <b>HP-6.4</b><br><i>Encourage innovative rehabilitation measures such as adaptive reuse of dilapidated residential structures, and where appropriate, adaptive reuse of commercial buildings for residential purposes.</i> | Code adoption and amendments<br><br>Programs, policies, or partnerships<br><br>Preservation/ rehabilitation programs<br><br>Public Outreach Strategies | Any code adoption or amendment<br><br>Number of building permits issued for remodeling existing structures                | No code change or amendment<br><br><b>XX permits issued for remodeling exiting structures</b> | Adopt code allowing for the adaptive reuse of dilapidated residential structures and commercial structures for the residential reuse.<br><br>It is recommended that the city create an incentive program to encourage the redevelopment of dilapidated residential structures and reuse of commercial buildings for residential purposes.    |
| <b>HP-6.5</b><br><i>Continue to seek Community Development Block Grants (CDBG) and other funds in order to continue investments in older neighborhoods.</i>                                                                | Application for CDBG and other funding sources                                                                                                         | Number of applications for neighborhood investment funds<br><br>Amount of funds secured for neighborhood investment funds | \$0 won for neighborhood investment funds through CDBG .                                      | It is recommended that the city continue to apply for CDB grants.<br><br>It is recommended that the city determine other sources of sustainable funding to use for investment in older neighborhoods                                                                                                                                         |
| <b>HP-6.6</b><br><i>Continue to invest in the infrastructure of older neighborhoods.</i>                                                                                                                                   | Applications for grants which can fund infrastructure investment.<br><br>Programs, policies, or partnerships<br><br>Impact fees                        | Amount of funds secured for and invested in older neighborhood infrastructure                                             | This metric has not been tracked.                                                             | It is recommended that the city continue to seek out sources of sustainable funding for older neighborhood investments.<br><br>It is recommended that the city consider creating a fund dedicated to infrastructure investments or amending one of the funds found in SMC 3.16 to include infrastructure spending as an approved expenditure |

| IMPLEMENTATION EVALUATION                                                                                                                                                                           |                                                                                                                                                                       |                                                                                                                                                                           |                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goals/Policies                                                                                                                                                                                      | Implementation                                                                                                                                                        | Success Indicators                                                                                                                                                        | Outcomes                                                                                                                                                                                       | Recommendations                                                                                                                                                                                                                                                                                                                   |
| HG-6 - Encourage rehabilitation of older housing and infrastructure.                                                                                                                                |                                                                                                                                                                       |                                                                                                                                                                           |                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                   |
| <b>HP-6.7</b><br><i>Encourage improvements of streets and sidewalks on both sides of rights-of way.</i>                                                                                             | Code amendments or adoption<br><br>Impact fees                                                                                                                        | Any code amendment or adoption<br><br>Development or redevelopment of streets and sidewalks<br><br>Number of contracts for road improvements                              | XXsf of improved sidewalk<br><br>XX sf of sidewalks - new construction                                                                                                                         | It is recommended to incorporate this policy into the transportation element of the City's comprehensive plan.<br><br>It is recommended that the city track the amount of improved streets and sidewalks over time per zone.                                                                                                      |
| <b>HP-6.8</b><br><i>Develop historical guidelines and promote historic preservation.</i>                                                                                                            | Code Adoption or Amendments<br><br>Subarea Plans<br><br>Architectural guidelines<br><br>Preservation/ rehabilitation programs<br><br>Historic Preservation Commission | Any changes to municipal code codifying design guidelines<br><br>Subarea Plan<br><br>Historic preservation programs<br><br>Creation of a Historic Preservation Commission | SMC 17.112: Architectural Design Standards<br><br>SMC 17.73 Historic Overlay<br><br>Downtown Subarea Plan<br><br>City Beautification Action Program<br><br>No Historic Preservation Commission | The city could expand the areas covered by the Historic Overlay or create further subarea plans to preserve or encourage specific community character.<br><br>The City can create a Historic Preservation Commission to encourage public involvement in developing and reviewing historical guidelines and historic preservation. |
| <b>HP-6.9</b><br><i>Involve the Housing Authority of Snohomish County, Snohomish County's Office of Housing and Community Development, and other service providers in various housing programs.</i> | Programs, policies, or partnerships.<br><br>Public Outreach Strategies<br><br>Interjurisdictional coordination                                                        | Partnerships with the entities detailed in policy HP-6.9<br><br>Decrease in the cost burden felt by lower income groups in Stanwood                                       | The city has reached out to the Housing Authority of Snohomish County, which has not resulted in a partnership                                                                                 | The city should continue to track the cost burden felt by community members.<br><br>The city should continue to pursue partnerships with county level housing programs                                                                                                                                                            |

| IMPLEMENTATION EVALUATION                                                                                                           |                                                                                          |                                                                                                                                                                                                 |                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goals/Policies                                                                                                                      | Implementation                                                                           | Success Indicators                                                                                                                                                                              | Outcomes                                                                                       | Recommendations                                                                                                                                                                                                                                                                                                                                                                                              |
| HG-6 - Encourage rehabilitation of older housing and infrastructure.                                                                |                                                                                          |                                                                                                                                                                                                 |                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>HP-6.10</b><br><i>Encourage the preservation of the exterior of older housing that is being converted to multi-family units.</i> | Incentive programs for rehabilitation and preservation<br><br>Public outreach strategies | Number of incentives available for exterior preservation<br><br>Marketing of preservation/ rehabilitation resources<br><br>Number of building permits issued for remodeling existing structures | No incentive programs or marketing.<br><br>XX permits issued for remodeling exiting structures | The city should consider monitoring the number of facades preserved during remodel projects.<br><br>The city could more explicitly encourage or financially incentivize the preservation or existing facades.                                                                                                                                                                                                |
| HG-7 – Create unique residential neighborhoods with a variety of densities.                                                         |                                                                                          |                                                                                                                                                                                                 |                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>HP-7.1</b><br><i>Encourage the development of quality single family homes.</i>                                                   | Code adoption or amendments<br><br>Development Standards/Criteria/ Design Guidelines     | Number of permits issued to single family residences.<br><br>Community surveys polling housing satisfaction.                                                                                    | SMC 17.30.060 Residential use zoning table                                                     | The city could consider combining this policy with HP-7.2 and HP-4.2<br><br>The city could revise this policy to use less ambiguous language. Quality should be quantified in terms of desired materials, styles, colors, etc.<br><br>The City could establish a criteria to grade the quality of development proposals and establish a minimum score to which developers must meet for single family homes. |
| <b>HP-7.2</b><br><i>Encourage the development of quality multi-family homes.</i>                                                    | Code adoption or amendments<br><br>Development Standards/Criteria/ Design Guidelines     | Number of permits issued to multifamily residences.<br><br>Community surveys polling housing satisfaction                                                                                       | SMC 17.30.060 Residential use zoning table                                                     | The city could consider combining this policy with HP-7.1 and HP-4.2<br><br>The city could revise this policy to use less ambiguous language. Quality should be quantified in terms of desired materials, styles, colors, etc.<br><br>The City could establish criteria to grade the quality of development proposals and establish a minimum score to which developers must meet for multi-family homes.    |

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| IMPLEMENTATION EVALUATION                                                                                  |                                                                                                                                                           |                                                                                                                                                                   |                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goals/Policies                                                                                             | Implementation                                                                                                                                            | Success Indicators                                                                                                                                                | Outcomes                                                                                                                                                  | Recommendations                                                                                                                                                                                                                                                                                                                                        |
| HG-8 - Maintain residential character.                                                                     |                                                                                                                                                           |                                                                                                                                                                   |                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                        |
| <b>HP-8.1</b><br><i>Retain and rehabilitate older or existing housing units.</i>                           | Code adoptions or amendments<br><br>Preservation/rehabilitation programs<br><br>Public Outreach Strategy                                                  | Any code adoption or amendment<br><br>Development of preservation/rehabilitation program and incentives<br><br>Marketing of preservation/rehabilitation resources | No code amendment or adoption<br><br><b>XX permits for remodeling existing housing stock</b><br><br>No marketing of preservation/rehabilitation resources | It is recommended that the city investigate the feasibility of a fund to rehabilitate commercial and residential structures. This policy should be incorporated into HG-6.<br><br>It is recommended that the City develop a marketing campaign or public outreach strategy to disseminate information regarding preservation/rehabilitation resources. |
| <b>HP-8.2</b><br><i>Encourage development that is similar in character to existing neighborhoods</i>       | Code Adoption or Amendments<br><br>Development standards<br><br>Subarea Plans<br><br>Architectural guidelines<br><br>Preservation/rehabilitation programs | Any changes to municipal code codifying design guidelines or historic preservation programs<br><br>Subarea plan                                                   | SMC 17.112: Architectural Design Standards<br><br>SMC 17.73 Historic Overlay<br><br>Downtown Subarea Plan<br><br>City Beautification Action Program       | The city could expand the areas covered by the Historic Overlay or create further subarea plans to preserve or encourage specific community character.<br><br>The city could expand the architectural guidelines to include different zones, neighborhoods, or housing typologies.                                                                     |
| <b>HP-8.3</b><br><i>Ensure the orderly transition and compatibility of adjacent residential densities.</i> | Code adoptions or amendments<br><br>Zoning map<br><br>Development standards                                                                               | Any changes to municipal code which encourage compatibility of adjacent residential zones                                                                         | 2024 Zoning map<br><br>SMC 17.30.060 Residential use zoning table                                                                                         | It is recommended that the city continue to review land uses to balance housing needs, economic development, and aesthetic character to create development policies and land use zoning.<br><br>The city could revise this policy to use less ambiguous language.                                                                                      |

| IMPLEMENTATION EVALUATION                                                                                                            |                                                                                |                                                                                                          |                                                                                                                                                            |                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goals/Policies                                                                                                                       | Implementation                                                                 | Success Indicators                                                                                       | Outcomes                                                                                                                                                   | Recommendations                                                                                                                                                                |
| HG-9 - Minimize environmental impacts of new housing developments.                                                                   |                                                                                |                                                                                                          |                                                                                                                                                            |                                                                                                                                                                                |
| <b>HP-9.1</b><br><i>Ensure new housing developments conform to the City's sensitive area regulations.</i>                            | Code adoption or amendments<br><br>Development requirements                    | Critical areas protection in all development<br><br>Innovative programs to protect greenspace            | SMC 17.114 Critical Areas                                                                                                                                  | The city could explore allowing density bonuses in exchange for greater critical area buffers                                                                                  |
| <b>HP-9.2</b><br><i>Ensure new housing developments conform to the City's adopted drainage manual.</i>                               | Code adoption or amendments<br><br>Development requirements                    | Total compliance with adopted drainage manual                                                            | SMC 17.140 Stormwater management performance standards                                                                                                     | The city could track stormwater overflow rates and frequency of non-compliance incidents.                                                                                      |
| <b>HP-9.3</b><br><i>Ensure services for new housing developments are in place concurrently with the occupancy of the structures.</i> | Code adoption or amendments<br><br>Development requirements<br><br>Impact Fees | Any code adoption or amendment<br><br>Compliance with building standards<br><br>Funding from impact fees | SMC 16: Subdivisions<br><br>SMC 17.151 – 17.153A Impact Fees<br><br><b>\$ funding allocated to infrastructure and services from collected impact fees.</b> | It is recommended that the city track levels of service to ensure that infrastructure services are being provided for appropriately within new and existing development areas. |
| <b>HP-9.4</b><br><i>Allow for clustering and smaller lot sizes in return for protection and rehabilitation of sensitive areas.</i>   | Code adoption or amendments<br><br>Development requirements                    | Innovative programs to protect greenspace<br><br>Permitted clustering development                        | SMC 17.114 Critical Areas                                                                                                                                  | It is recommended that the city explore allowing density bonuses in exchange for greater critical area buffers and allow clustering and small lot development more broadly.    |
| <b>HP-9.5</b><br><i>Protect views by maintaining height limitations.</i>                                                             | Code adoption or amendments<br><br>Development requirements                    | Any code adoption or amendments                                                                          | SMC 17.60 Zoning standards tables                                                                                                                          | It is recommended that the city continually evaluate the height limitations provided in SMC 17.60 to align housing and economic needs with aesthetic preservation.             |

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| IMPLEMENTATION EVALUATION                                                                                                                                         |                                                                                           |                                                                                                                         |                                                                                                                                                                                             |                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goals/Policies                                                                                                                                                    | Implementation                                                                            | Success Indicators                                                                                                      | Outcomes                                                                                                                                                                                    | Recommendations                                                                                                                                                                    |
| HG-10 – To provide open space and other recreational amenities for residential developments.                                                                      |                                                                                           |                                                                                                                         |                                                                                                                                                                                             |                                                                                                                                                                                    |
| <b>HP-10.1</b><br><i>Require the provision of open space and recreational amenities in new developments to serve those developments.</i>                          | Code adoption and amendment<br><br>Development requirements<br><br>Impact Fees            | Allocation of open space within each new development<br><br>Impact Fees - Parks, Open Space and Recreational Facilities | SMC 17.47.055, Common open space, TN Zoning district<br><br>SMC 17.147, Recreational and open space standards<br><br>SMC 15.152 Impact Fees - Parks, Open Space and Recreational Facilities | It is recommended that the city continue to evaluate the open space desires of residents.                                                                                          |
| <b>HP-10.2</b><br><i>Collect impact fees from new developments to provide public recreational facilities.</i>                                                     | Code adoption and amendment<br><br>Development requirements<br><br>Impact Fees            | New public recreational facilities<br><br>Impact Fees - Parks, Open Space and Recreational Facilities                   | SMC 17.151 Impact Fees Transportation<br><br>SMC 17.152 Impact Fees Parks, open space, recreational facilities<br><br>\$\$ from impact fees put towards public recreational facilities      | It is recommended that the city track the amount of monies allocated towards public recreational facilities and the results of allocations towards public recreational facilities. |
| <b>HP-10.3</b><br><i>Create a fee-in-lieu-of program to allow residential developments to pay a fee rather than provide small, non-utilized recreation areas.</i> | Code adoption and amendment<br><br>Development requirements<br><br>Fee-in-lieu-of program | Fee in-lieu-of program<br><br>Usage of fee-in-lieu-of program<br><br>Funding collected from fee-in-lieu-of program      | \$0 from fee-in-lieu-of program                                                                                                                                                             | It is recommended that the city create a program that allows an additional impact fee in lieu of providing small non-utilized recreation areas.                                    |
| <b>HP-10.4</b><br><i>Allow for clustering and smaller lot sizes in return for larger amounts of open space.</i>                                                   | Code adoption and amendment<br><br>Development requirements                               | New code adoption or amendments                                                                                         | None identified                                                                                                                                                                             | If the city has a program for housing clustering and small lot sizes, it is recommended that it is codified within the SMC.                                                        |

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APPENDIX E

Tables and Figures

Table 1 Implementation Evaluation Table

Table 2 Monitoring Table

Figure 1 Planning Process

Figure 2 Legislative Context

Figure 3 Missing Middle Housing

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## APPENDIX F

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## CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

**ITEM NUMBER:** 11a

**DATE:** June 22, 2023

**SUBJECT:** 64<sup>th</sup> Avenue Traffic Analysis

**CONTACT PERSON:** Alan Lytton, Associate Engineer  
Patricia Love, Community Development Director

**ATTACHMENTS:** A – TranspoGroup Scope and Fee

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### **PURPOSE**

The purpose of this agenda item is to authorize the City Administrator to sign a task order with TranspoGroup to prepare a WSDOT compliant Intersection Control Evaluation (ICE) for the 64<sup>th</sup> Avenue and SR 532 intersection.

### **BACKGROUND**

The 64<sup>th</sup> Avenue and SR 532 intersection is reaching its Level of Service capacity as adopted in the 2015 Transportation Plan. Several land use projects in the uptown area are in the planning and feasibility stages and have the potential to negatively affect this intersection. For the City to adequately evaluate and require appropriate project mitigation to improve this intersection, WSDOT requires a signed and approved ICE document.

An ICE is an engineering and traffic study used to screen design alternatives and identify traffic control solutions to avoid and prevent accidents and injuries. While the 64<sup>th</sup> Avenue / SR 532 intersection is in Snohomish County, it is located in the City's Urban Growth Area and is a primary access route to the uptown neighborhoods. Information gathered from this work will also be added to the 2024 Comprehensive Plan update.

### **ANALYSIS**

TranspoGroup is the City's on-call transportation engineering firm. They are currently working on the City's Transportation Plan update and have extensive experience working with WSDOT preparing ICE documents. The attached scope of work includes the following work elements:

- Background description of the existing intersection conditions;
- Development of three conceptual intersection layout alternatives;
- Conducting a traffic and safety analysis on each of the alternatives;
- Preparing a cost analysis on each alternative; and
- Prepare the final ICE with the preferred alternatives and recommendations.

TranspoGroup will be working directly with the City's Engineering Department and WSDOT on the evaluation. Alan Lytton, Associate Engineer, will be the City's representative and project manager for the study.

| Fiscal Impact                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                     |                           |                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|---------------------------|---------------------------------------------------------------------------------------------------------|
| <p>The ICE is needed at this time due to development pressures in the uptown neighborhood and for the Transportation Plan update. This project requires Council approval as it was not included in the 2023/2024 biennial budget, however the transportation construction fund has a balance of nearly \$5 million and can cover the cost of the study without a budget amendment being needed.</p> <p>The attached Task Order is for \$35,000.00 and covers the work tasks listed in this staff report. ICE documents are required to be approved by WSDOT and as such there may be changes or amendments which add unanticipated costs to the project. As such, staff is requesting approval of an additional \$5,000 contingency to cover any potential costs associated with WSDOT's review for a total project cost of \$40,000.00.</p> |                                                                     |                           |                                                                                                         |
| <b>Fund(s):103</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Transportation Construction Fund 103                                |                           |                                                                                                         |
| <b>Amount:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | \$40,000                                                            | <b>Project Estimate:</b>  | \$40,000                                                                                                |
| <b>Budget Authorized</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>Amendment Required</b> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><input type="checkbox"/> Monitor |

## **RECOMMENDATIONS**

### **Staff Recommendation:**

Staff recommends signing a task order with TranspoGroup to prepare an Intersection Control Evaluation study for the 64<sup>th</sup> Avenue / SR 532 intersection.

### **Committee/Board Recommendation:**

This item has not been reviewed by Committees.

## **CITY COUNCIL OPTIONS**

1. Authorize the City Administrator to sign a task order with TranspoGroup to prepare an Intersection Control Evaluation study for the 64<sup>th</sup> Avenue / SR 532 intersection.
2. Request changes to the scope of work.
3. Reject the proposal and do not complete the study at this time.

## **PROPOSED MOTION**

**I MOVE TO AUTHORIZE THE CITY ADMINISTRATOR TO SIGN A TASK ORDER WITH TRANSPGROUP TO PREPARE AN INTERSECTION CONTROL EVALUATION STUDY FOR THE 64<sup>TH</sup> AVENUE / SR 532 INTERSECTION NOT TO EXCEED \$40,000.**



**PER ON-CALL PROFESSIONAL SERVICES AGREEMENT #2021-05  
BETWEEN CITY OF STANWOOD, WASHINGTON (CITY) AND  
TRANSPO GROUP USA, INC (CONSULTANT)**

**APPROVED TASK ORDER**

**TASK ORDER #:** 2021-05.17  
**PROJECT NAME:** SR 532 / 64th Ave NW Intersection Control Evaluation 23-0017

This shall constitute an approved Task Order pursuant to the On-Call PS Agreement between CITY and CONSULTANT dated February 9, 2021 ("AGREEMENT"). The scope of services, cost estimate, and rate sheet are incorporated into the Agreement.

**Project Scope of Services:**

- Conduct an Intersection Control Evaluation per WSDOT standards for the intersection of State Route 532 and 64th Ave NW. This analysis will include phased analysis, planning level cost estimates and preliminary design as summarized in the detailed scope of work provided in Attachment A.

The following is a summary of tasks:

- Task 1 – Background and Project Needs
- Task 2 – Feasibility
- Task 3 – Operational and Safety Performance Analysis
- Task 4 – Alternative Cost Analysis
- Task 5 – Alternative Selection and Documentation

CONSULTANT agrees to perform the tasks listed above and described in Exhibit A for a fee amount of not to exceed \$ 35,000, unless otherwise modified by CITY'S Community Development Director in a signed writing/subsequent Task Order Approval Form.

Performance of the services shall be subject to the terms and conditions contained in AGREEMENT.

Dated this 6 day of June 2023.

**CITY OF STANWOOD**

**TRANSPO GROUP USA INC**

By: \_\_\_\_\_  
 Patricia Love, Community  
 Development Director

By: \_\_\_\_\_  
 Patrick Lynch, Principal

## Exhibit A - Scope of Services

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|                |                            |     |                    |
|----------------|----------------------------|-----|--------------------|
| Client Name:   | City of Stanwood           |     |                    |
| Project Name:  | SR 532 and 64th Street ICE |     |                    |
| Exhibit Dated: | June 6, 2023               | TG: | 1.21010.00 Task 17 |

### Background

Due to recent development proposals, The City of Stanwood is seeking to explore additional traffic control at the intersection of SR 532 and 64th Ave NW. The intersection is currently a two-way stop control, operating at LOS F during the PM peak hour. As part of the SEPA evaluation for the Cedarside Commons development, WSDOT has requested an Intersection Control Evaluation to determine the necessary intersection improvement to facilitate improved access onto SR 532.

Transpo will perform an Intersection Control Evaluation for the intersection of State Route 532 and 64th Ave NW consistent with Chapter 1300.05(1) of the WSDOT Design Manual, as summarized below.

**Task 1. Background and Project Needs.** The existing conditions will be described, including physical characteristics of the intersection, posted speed, average annual daily traffic (AADT) volumes, channelization and control features, intersection operations, multimodal facilities, context, and modal priority. The intersection operations will include evaluation of LOS and vehicle queues. A description of alternatives, project needs, and analysis of performance measures will be provided as well. The most recent 5-year history of collision data for the intersection will be updated.

**Task 2. Feasibility.** Conceptual layouts of each intersection and respective alternative will be developed to evaluate right of way, environmental, cost, context-sensitive/ sustainable design, and geometrics/physical constraints. Transpo will develop conceptual layouts for three alternatives: a single lane compact roundabout, a signal, and a larger roundabout (1-2 lanes, depending on results of the operations analysis in Step 3). These layouts will include discussion of:

- **Rights of Way.** Identify the right of way requirements and feasibility as well as discuss the feasibility of acquiring necessary right of way for each alternative. Sketches or plan sheets with sufficient detail to identify topography, existing utilities, environmental constraints, drainage, buildings, and other fixed objects will be included.
- **Environmental Factors.** Any known environmental factors that could influence the selected alternative will be identified, including any environmental risks that may substantially increase the cost of the intersection improvement.
- **Context Sensitive/Sustainable Design.** Effects on the aesthetic, social, economic and environmental values, needs, constraints, and opportunities as part of a larger community setting will be identified and summarized in a qualitative manner.

**Task 3. Operational and Safety Performance Analysis.** This scope assumes the use of Synchro and Sidra traffic operations software to evaluate the proposed changes in traffic control at the study intersection.

- **Traffic Analysis.** Utilizing the traffic forecasts from the recent Cedarside Commons TIA developed by Kimley-Horn, as well as the 2044 traffic forecasts developed through the ongoing Transportation Element update, Transpo will summarize intersection LOS and queuing by approach, and for each of the following alternatives:
  - **Existing AM / PM Peak Hour** (no changes to existing intersection layout)
  - **Forecast 2029 AM / PM Peak Hour**
    - No Build – two-way stop control
    - Compact RAB
    - Traffic Signal
  - **Forecast 2044 AM / PM Peak Hour**
    - No Build – two-way stop control
    - Compact RAB
    - Larger RAB (TBD) – the scope of the larger RAB will be determined based on the traffic forecasts to ensure that LOS meets both City and WSDOT level of service (LOS) standards. If the compact RAB meets LOS standards, the larger RAB will not be explored.
    - Traffic Signal
- **Traffic Safety.** A safety performance evaluation of the signal and roundabout alternatives will be updated based on the WSDOT Safety Analysis Guide. The most recent collision data will be reviewed and summarized.
- **Multimodal Analysis.** The expected effect of each alternative design on multimodal users will be described. Consideration will be given to items such as pedestrian delay, number of lanes to cross, protected versus permitted turning movements, and motorist approach speeds.

**Task 4. Alternative Cost Analysis.** The cost of each alternative will be estimated related to design, right of way acquisition, construction, and annual maintenance and operation costs. The cost estimates developed within this section will not be construction-level cost estimates but will be sufficient for City budgeting purposes.

**Task 5. Alternative Selection and Documentation.** The recommended traffic control alternative for the study intersections will be selected based on performance tradeoffs and documented project needs. The draft ICE report will document the background and project needs as well as the feasibility, performance measures and cost analysis for the traffic control alternatives. The report will be finalized following up to two rounds of review comments from the project team and WSDOT.

#### **Deliverables:**

- Draft and Final ICE Report

#### **Assumptions**

Assumptions for the ICE include the following:

- Existing traffic count data and forecast 2029 volumes will be used from the Cedarside Commons TIA developed by Kimley-Horn.
- The future 2044 traffic forecasts will be based on the recently updated City of Stanwood's travel demand model.
- Conceptual layouts and cost estimates for each alternative will be prepared in sufficient detail to give the City of Stanwood a budget level estimate of costs but will not be to final design standard.
- Synchro and Sidra will be used to evaluate the performance of the intersection.
- All deliverables will be provided electronically via PDF and/or in their original file format.

### Proposed Fee and Timeline

Transpo proposes a fee not to exceed \$35,000 to complete this task order. This assumes up to two reviews of the ICE by WSDOT and the City of Stanwood. Any subsequent reviews will be conducted on a time and materials basis.

Transpo will deliver a draft ICE to the City of Stanwood and WSDOT approximately three months from receipt of notice to proceed.



## CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

**ITEM NUMBER:** 11b

**DATE:** June 22, 2023

**SUBJECT:** Approve the Reclassification and Upgrade of the Engineering Technician to the new classification of Public Works Lead (Parks Maintenance/Construction Inspector)

**CONTACT PERSON:** Pat Adams, Human Resources Manager

**ATTACHMENT:**

- A – Public Works Lead (Parks Maintenance/Construction Inspector) Job Description
- B - Resolution 2023-10, Amending the Stanwood Represented Employee Salary Schedule

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### **PURPOSE:**

The purpose of this agenda item is for Council approval of the job description, reclassification and upgrade of the existing Engineering Technician position to Public Works Lead (Parks Maintenance/Construction Inspector).

### **BACKGROUND:**

In March 2022, the City Council approved implementation of the *Parks Team* to allow for a more cohesive approach to parks services, from planning and development to operations and maintenance. At that time, the City's current Engineering Technician (Kevin Pellham), also began working as a member of the new Parks Team to better increase parks maintenance standards, and conduct the necessary training for existing public works parks maintenance technicians related to turf and parks maintenance best practices. Throughout this assignment, the Engineering Technician has also continued to provide engineering design, bidding and contracting and construction management services to the City. However, the duties related to management of parks maintenance and operations are not currently covered under the employee's job description.

In order to accurately reflect the current duties performed and to compensate the employee for this work and responsibilities, the Engineering Technician should be reclassified to Public Works Lead (Parks Maintenance/Construction Inspector). Since both positions are represented by the Teamsters Local 231, the City has met, conferred and reached agreement on the above terms and conditions with the bargaining unit.

**FISCAL IMPACT:**

The 2023 salary budget impact from the recommended reclassification equates to \$4,788.

**RECOMMENDATIONS:**

**Staff Recommendation:** Staff recommends passing Resolution 2023-10, amending the represented employee salary schedule to include the new classification of Public Works Lead (Parks Maintenance/Construction Inspector).

**Committee/Board recommendation:** This item will be discussed at the June 22, 2023, Finance Committee meeting. Their recommendation will be presented orally.

**CITY COUNCIL OPTIONS:**

1. The City Council may pass Resolution 2023-10, updating the Stanwood Represented Employee Salary schedule to include the new classification of Public Works Lead (Parks Maintenance/Construction Inspector).
2. The City Council may direct changes to Resolution 2023-10, and approve an amended version.
3. The City Council may not pass Resolution 2023-10 updating the Stanwood Represented Employee Salary Schedule to include the new classification of Public Works Lead (Parks Maintenance/Construction Inspector).

**RECOMMENDED MOTION:**

**I MOVE TO PASS RESOLUTION 2023-10, UPDATING THE REPRESENTED EMPLOYEE SALARY SCHEDULE TO INCLUDE THE NEW CLASSIFICATION OF PUBLIC WORKS LEAD (PARKS MAINTENANCE/CONSTRUCTION INSPECTOR)**



## POSITION DESCRIPTION

**Title:** Public Works Lead (Parks Maintenance/Construction Inspector)  
**Department:** Public Works  
**FLSA Status:** Non-Exempt  
**Union Status:** Represented

### GENERAL DESCRIPTION

This position performs duties related to inspecting public works, public utilities, and private development construction projects, including storm drainage systems, streets, right-of-way improvements, water and sanitary sewer projects, and permitted right-of-way activities. Duties include field inspection of construction worksites to ensure compliance with construction codes and safety and quality standards. Reviews civil engineering construction and private development engineering plans and documents for conformance to City design and construction standards, codes and ordinances.

Under general direction, plans, organizes, assigns, and oversees the work of public works maintenance within the Parks Division. Performs complex, troubleshooting, installation, repair and maintenance work, requiring the application of considerable knowledge of departmental equipment.

### SUPERVISION RECEIVED

Works under the immediate supervision of the Public Works Director or designee.

### SUPERVISION EXERCISED

Assists the Parks Planning Manager with assigning tasks, training, overseeing, as well as reviewing and coordinating the work of the Parks Maintenance Division crew.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Monitors operations and activities of the parks maintenance work unit; identifies opportunities for improving service delivery methods and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
2. Trains parks staff in work and safety procedures and in the operation and use of equipment and supplies.
3. Performs complex parks maintenance duties, operates equipment, and provides technical assistance to crews.



### **POSITION DESCRIPTION**

4. Prepares work schedules and expedites workflow of parks maintenance division crew.
5. Troubleshoots complex operational and maintenance problems; corrects or directs the correction and repair of operational and/or equipment problems.
6. Assists the Parks Planning Manager and/or designee in estimating time, material, equipment and personnel needed to perform assigned work of parks maintenance division crew.
6. Inspects infrastructure of construction projects, including street, sewer, water, and stormwater systems to ensure compliance with the approved plans, applicable codes, standards, ordinances and regulations.
7. Reviews civil engineering construction and private development plans and documents for conformance to City design and construction standards, codes and ordinances; performs review of detailed plans, specifications, and required submittals for private development projects, such as street, water distribution, sewer collection, and storm drainage system.
8. Observes and performs construction work; ensures construction work is proceeding safely and proper construction methods are utilized; takes and recommends actions to minimize hazards, disruptions to public services and facilities; issues verbal and written directives including stop work orders.
9. Coordinates pre-construction meeting prior to work commencing.
10. Reviews site for erosion control measures, monitors site runoff and advises contractor of corrective measures needed.
11. Prepares and maintains reports and records of daily inspection activities. Enters inspection reports in permit tracking system; notes deficiencies and corrections needed.
12. Confers with contractors, builders, developers, engineers and other city staff; explains and interprets requirements, discrepancies and restrictions; coordinates and participates in pre-construction meetings.
13. Researches problems and makes recommendations for changes; assists in the development of construction documents and specifications; assists in



### **POSITION DESCRIPTION**

the preparation and/or review of estimates, bid documents, permitting, project schedules and plans.

14. Collects sample data; creates and maintains field notes; prepares documentation used for reports; maintains engineering records, reports and databases.
15. Coordinates approval of field revisions with plan review staff; works with contractors, inspectors, other City departments and affected agencies to resolve conflicts and recommend acceptable alternatives to achieve compliance with design standards and approved construction plans.
16. Responds to public inquiries related to area of assignment; provides information; deals courteously with the public; consults with other department staff to resolve construction and inspection issues.
17. Initiates final and maintenance bond inspections; generates a punch list of incomplete or non-compliant work.
18. Makes determinations or recommendations to require correction of deficiencies, change in materials or workmanship, or stop work. Documents and advises contractors regarding inspection findings. Creates punch list and conducts follow-up inspections. Prepares any related correspondence.
19. Reviews construction bills of sale and estimates to establish appropriate bond amounts for performance and maintenance warranties on drainage, roads and utility improvements. Reviews bonds and assignments of funds; monitors performance and status of outstanding warranties. Coordinates with developers and contractors on compliance and release of warranties following performance with required conditions and expiration of warranty period.
20. Performs side sewer inspections as required.
21. Coordinates temporary traffic plans, street closures and utility shut downs to minimize disruption and ensure safety.
22. Makes recommendations for modification to City Street and Utilities Standards.
23. Performs other duties as assigned



## POSITION DESCRIPTION

### PERIPHERAL DUTIES

Attends professional development workshops and conferences to keep abreast of trends and developments in the field of inspections.

### DESIRED MINIMUM QUALIFICATIONS

#### Education and Experience:

- Three years of experience in construction activities and/or inspection of public works, public utilities, and private development projects.
- Previous construction inspection experience desirable.
- High school diploma or GED is required.
- Associate's degree in civil engineering, construction management, construction technology or related field is preferred.

#### Necessary Knowledge, Skills and Abilities:

- Knowledge of civil engineering principles, practices and methods applicable to public works construction.
- Knowledge of laws, standards, and regulations relating to construction inspection, safety and traffic control.
- Knowledge of principles and practices of modern construction methods, materials, equipment, materials sampling and testing.
- Knowledge of common civil engineering practices and procedures; construction codes and standards related to public works and private development construction projects; surface water management standards; and erosion and sediment control methods.
- Knowledge of public works inspection methods and procedures, surveying practices, environmental regulations, and administrative practices.
- Knowledge of federal, state and local regulations, protocols and standards governing construction inspection and plan review activities including City policies and procedures.
- Knowledge of principles of design construction and maintenance of public works projects.
- Knowledge of construction materials and their use, occupational hazards and safety procedures.
- Skill in working with the community and fostering a good relationship between the City, the contractors and the community.
- Skill in the maintenance and operation of listed tools and equipment.
- Ability to assign tasks, coordinate work schedules, budget, as well as review the performance and training of parks maintenance division crew members.



## **POSITION DESCRIPTION**

- Ability to read and interpret complex drawings, plans and specifications and to effectively communicate technical information.
- Ability to prepare, organize and maintain inspection field and office data reports and systems.
- Ability to prepare sketches to document field changes and as-builts.
- Ability to perform basic mathematic computation, including geometry.
- Ability to research and analyze data and to remain current with emerging technologies as they relate to the field.
- Ability to use independent judgment, to negotiate and problem solve with contractors, developers, property owners, employees and consultants; to anticipate problems and pursue solutions.
- Ability to compare statutes, rules, ordinances, codes and regulations to construction plans and technical specifications.
- Ability to work effectively under pressure and with frequent interruptions.
- Ability to effectively operate windows based computer and related software applications including word processing, databases, spreadsheets, and other specialized software applications that support construction inspection activities.

## **SPECIAL REQUIREMENTS/DESIRED CERTIFICATIONS**

- Valid Washington State Driver's License and a clean driving record.
- Commercial Driver's License Class B certification, flagging certification, CPR/First Aid certification, Confined Space Entry certification, Playground Safety, and Pesticide Certification.
- Proven ability to lead and direct work crews.
- Ability to reach Stanwood within forty (40) minutes of call-out.

## **TOOLS AND EQUIPMENT USED**

Standard office equipment; may operate motorized vehicles and equipment, including dump truck, pickup truck, utility truck, tamper, plate compactor, saws, pumps, compressors, sander, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, and ditch witch.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Must possess mobility to work in a standard office setting and use standard office equipment. Job tasks may require heavy lifting, as well as climbing, crawling



## **POSITION DESCRIPTION**

and/or entry to confined spaces. Automobile travel is frequent. The employee must frequently lift up to 10 pounds; occasionally lift 10 to 20 pounds; rarely lift and/or move 20 to 50 pounds (employee may ask for assistance). Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employees partly work in an office environment and partly work in and around public works infrastructure, parks and landscaped areas. Work is also performed in the field on construction sites and in the right-of-way during heavy traffic. Ground surfaces are uneven and employees are exposed to adverse weather conditions and machinery and construction hazards.

The noise level in the work environment is typical of construction sites.

## **SELECTION GUIDELINES**

Formal application, review of education and experience; oral interview and background/reference check; job related tests may be required.

*The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

**CITY OF STANWOOD**  
**Stanwood, Washington**

**RESOLUTION 2023-10**

**A RESOLUTION OF THE CITY OF STANWOOD, WASHINGTON  
 AMENDING THE REPRESENTED EMPLOYEE SALARY SCHEDULE TO  
 INCLUDE THE CLASSIFICATION OF PUBLIC WORKS LEAD (PARKS  
 MAINTENANCE/CONSTRUCTION INSPECTOR).**

**WHEREAS**, pursuant to RCW 35A.11.020, the City Council has the authority to fix the annual compensation for employees through budget allocation for personnel and benefits; and

**WHEREAS**, city staff has worked with Teamster's Local Union NO. 231 and agreed to a revised job description and wage classification for a new Parks Lead and memorialized the agreement in a Memorandum of Understanding dated May 16, 2023; and

**WHEREAS**, on June 22, 2023, the City Council approved the addition of Public Works Lead (Parks Maintenance/Construction Inspector) to the existing represented salary schedule; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, AS FOLLOWS:**

The Memorandum of Understanding with the Teamster's Local Union NO. 231 dated May 16, 2023 is hereby ratified.

The classification of Public Works Lead (Parks Maintenance/Construction Inspector) shall be added to the City's represented salary schedule. The monthly base compensation shall be as set forth below:

| City of Stanwood - Non-Represented 2023                      |          |          |          |          |          |          |
|--------------------------------------------------------------|----------|----------|----------|----------|----------|----------|
| Position Title                                               | Step 1   | Step 2   | Step 3   | Step 4   | Step 5   | Step 6   |
| Public Works Lead (Parks Maintenance/Construction Inspector) | \$ 6,204 | \$ 6,531 | \$ 6,874 | \$ 7,236 | \$ 7,617 | \$ 8,018 |

PASSED AND APPROVED by the City Council of the City of Stanwood this 22nd day of June 2023.

CITY OF STANWOOD

\_\_\_\_\_  
 Sid Roberts, Mayor

ATTEST:

\_\_\_\_\_  
 Lisa Sokolik, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
 Nikki Thompson, City Attorney



## **CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT**

**ITEM NUMBER:****DATE:** June 22, 2023**SUBJECT:** Emergency Noise Ordinance**CONTACT PERSON:** Patricia Love, Community Development Director**ATTACHMENTS:** A – Ordinance 1522 – Emergency Noise Control

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**PURPOSE**

The purpose of this agenda item is for Council adoption of Emergency Noise Control Regulations, adopting new Chapter 7.30, Noise Control as provided in Washington Administrative Code (WAC) Chapter 173-60, Maximum Environmental Noise Levels.

**BACKGROUND**

The City initiated the Municipal Code Update project in 2022 to modernize the code reflecting best practices with respect to content and administration of the code. The City has been systematically updating the Municipal Code starting with Title 1 – General Provisions. On June 8, 2023, Title 9 - Public Peace, Safety and Welfare, was adopted.

In the process of reviewing Title 9 it was discussed that the noise regulations in Chapter 9.50 should be moved to Title 7 – Health and Sanitation, to be combined with the nuisance code. The recent revisions to Title 9 inadvertently deleted the city's noise regulations without readopting them in Title 7 leaving a gap in the City's code.

**ANALYSIS**

The purpose of adopting this emergency ordinance is to adopt the State noise levels to preserve the authority to enforce noise regulations in the City while Title 7 is being rewritten.

Ordinance 1522 adopts new Municipal Code Chapter 7.30 – Noise Control, including State WAC 173-60 by reference. It maintains the city's noise restriction hours of 10 pm to 7 am Monday - Friday and 10 pm and 9 am on weekends. The ordinance also adopts violations and enforcement consistent with Title 9 and 13 which were just recently adopted.

Maintaining the City's right to enforce noise and limit hours of disturbance is necessary for the protection of the public health, public safety, public property or the public peace.

As an example, the City uses these codes to restrict plat construction noise from disturbing neighbors. Without noise restrictions, the City would have no authority to limit construction hours which could have a significant negative impact on the ability of city residents to enjoy their property in peace.

|                                                                                                                                               |                                                          |                          |                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------------------|
| <b>Fiscal Impact</b>                                                                                                                          |                                                          |                          |                                                                                              |
| No direct financial impact. Code work was already budgeted and approved through the Municipal Code Update Project contract and scope of work. |                                                          |                          |                                                                                              |
| <b>Fund(s):</b>                                                                                                                               | Staff Time                                               |                          |                                                                                              |
| <b>Amount:</b>                                                                                                                                | \$                                                       | <b>Project Estimate:</b> | \$ -                                                                                         |
| Budget Authorized                                                                                                                             | <input type="checkbox"/> Yes <input type="checkbox"/> No | Amendment Required       | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Monitor |

## **RECOMMENDATIONS**

### **Staff Recommendation:**

Staff recommends that the Council adopt Ordinance 1522 as drafted.

### **Committee/Board Recommendation:**

No, deletion of the noise regulations was an oversight in drafting the amendments to Title 9 and this ordinance corrects that error.

## **CITY COUNCIL OPTIONS**

1. Adopt Ordinance 1522 as drafted.
2. Direct staff to make changes to the ordinance and approve with requested changes.
3. Do not adopt Ordinance 1522.

## **PROPOSED MOTION**

**I MOVE TO APPROVE ORDINANCE 1522 AS SET FORTH IN ATTACHMENT “A” ADOPTING NEW CHAPTER 7.30, NOISE CONTROL.**

**CITY OF STANWOOD  
WASHINGTON**

**ORDINANCE NO. 1522**

**AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, ADOPTING  
EMERGENCY NOISE REGULATIONS**

WHEREAS, the City of Stanwood has begun a process to comprehensively update its municipal code to conform to current law and practice; and

WHEREAS, the purpose of this code amendment is to eliminate conflicts, improve clarity and overall function of the municipal code, and reflect current city and best practices; and

WHEREAS, amendments to Stanwood Municipal Code Title 9, Public Peace, Safety and Welfare, effective June 18, 2023, deleted existing Title 9 in its entirety and adopted all new provisions;

WHEREAS the noise regulations in the existing Title 9 are slated to be reorganized and rewritten and adopted as part of a complete rewrite of SMC Title 7;

WHEREAS the City desires to immediately adopt replacement noise regulations without waiting for the rest of SMC Title 7;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD,  
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

**Section 1.** Stanwood Municipal Code Title 7 is amended to add Chapter 7.30 as shown in Exhibit A.

**Section 2.** The City Council finds that an emergency exists under RCW 35A.12.130 and this ordinance is necessary for the protection of public health, public safety, public property or the public peace, and with adoption by a majority plus one of the entire membership of the City Council (i.e., 5 members) is effective immediately.

**Section 3.** Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

**Section 4.** Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

PASSED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2023.

CITY OF STANWOOD:

\_\_\_\_\_  
Sid Roberts, Mayor

Attest:

\_\_\_\_\_  
Lisa Sokolik, City Clerk

Approved as to Form:

\_\_\_\_\_  
Nikki Thompson, City Attorney

Date of Publication: \_\_\_\_\_

Effective Date: \_\_\_\_\_

# EXHIBIT A

## Chapter 7.30 Noise Control

### 7.30.010 Adoption by reference

The following sections of the Washington Administrative Code are hereby adopted by reference:

- WAC 173-60-010 Authority and purpose.
- WAC 173-60-020 Definitions
- WAC 173-60-030 Identification of environments
- WAC 173-60-040 Maximum permissible environmental noise levels.
- WAC 173-60-050 Exemptions.
- WAC 173-60-080 Variances and implementation schedules.
- WAC 173-60-090 Enforcement policy.

### 7.30.020 Excess Noise Prohibited

It is unlawful to permit or cause noise levels in excess of the standards established by the Department of Ecology pursuant to RCW Chapter 70A.20 and contained in WAC Chapter 173-60.

### 7.30.030 Additional Provisions

- (1) All lands zoned MR, SR 5.0, SR 7.0, SR 9.6, SR 12.4, or TN are declared to be Class A EDNAs.
- (2) Between the hours of 10:00 p.m. Friday and 9:00 a.m. Saturday, and 10:00 p.m. Saturday and 9:00 a.m. Sunday, the noise limitations of the table in WAC 173-60-040 are reduced by 10 dBA for receiving property within Class A EDNAs.

### 7.30.040 Violations and Enforcement

- (1) Except as otherwise provided, a violation of this chapter may be punished by a class 3 civil infraction.
- (2) A second violation of this chapter within 30 days may be punished by a class 2 civil infraction.
- (3) A third or additional violation of this chapter within 30 days may be punished by a class 1 civil infraction.
- (4) A property owner who permits an activity on their property that violates this chapter is jointly and severally liable for the violation.
- (5) This chapter may additionally be enforced pursuant to SMC Title 13.

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