



Comprehensive Plan/Municipal Code Advisory Group Meeting Minutes January 17, 2024

Call to Order: 5:30 pm

Advisory Group Members Present:

Steve Shepro, Council Member
Lauren Ruskoff, Community Member
Russell Joe, MBAKS
Kristine Birkenkopf, Community Member
Peter Kamb, Community Member

Staff Present:

Tansy Schroeder, City Planner
Audrey Rotrock, Associate Planner

Advisory Group Members Absent:

Sim Jhutti, Community Member; Jami Sollid, Community Member; Meagan Watne, Community Member;
Ben Hagglund, Community Member

2023 Year in Review

Staff updated the Advisory Group with the following details from 2023:

- Updated the Park and Traffic Impact Fees
- Adopted the following amendments to the Stanwood Municipal Code:
 - Title 1 – General Regulations
 - Title 2 – Personnel
 - Title 3 – Revenue and Finance
 - Title 4 – Administration
 - Title 5 – Business Licenses and Regulations
 - Title 6 – Parks and Public Spaces
 - Title 7 – Noise Ordinance Portion only
 - Title 9 – Public Peace, Morals and Safety
 - Title 13 – Civil Enforcement
- Drafted Comprehensive Plan Elements as part of the 2024 Update
 - Land Use, Economic Development, Parks, Utilities, Transportation, Natural Resources, and Shorelines
 - Conducted a parks survey for the Parks Plan Update
 - Drafted the Parks Plan update
- Adopted the Housing Action Plan

Advisory Group Questions and Comments:

No comments.

SMC Title 10 Vehicles and Traffic

Title 10 is the general traffic enforcement code for the City and is generally enforced by the Police and Public Works Departments. As most of Title 10 is significantly outdated, it is recommended to eliminate the majority of this Title and adopt by reference the Washington State Model Traffic Ordinance (MTO). The State MTO is a set of uniform laws used by local governments to manage the use of roadways and enforce vehicle traffic consistently throughout the state. Per the Washington Administrative Code 308-



Comprehensive Plan/Municipal Code Advisory Group Meeting Minutes January 17, 2024

330 the MTO is not intended to deny any local authority its legislative power, but rather to enhance safe and efficient movement of traffic throughout the state by having current, uniform traffic laws available. Cities may exclude any section of the MTO which they do not want to include in their local traffic ordinance.

Advisory Group Questions and Comments:

- What is the feedback/uncertainty on 10.10.010 (2)? There was some confusion originally when this first reviewed as to who this applies to. To clarify, this section applies to public parking lots, and public parking lots owned by private persons.
- 10.42.60 (g) no parking in a cul-de-sac. Does this include the entire area of the cul-de-sac? Yes, there is no parking allowed on the street in cul-de-sacs. This is so fire trucks have enough room to turn around. Clarify whether the entire street has no parking? Or is it just the bulbed area?
- 72-hour parking has become a problem in other cities (people going on vacation, or not home for an extended time). Look into a parking pass or a way to identify cars belonging to residents. No parking on street sweeping days.
- Are there provisions for RV parking, or prohibiting RVs? There should be an expectation of where and how long RV parking is allowed.
- Tying the ownership of the car to a homeowner could cause confusion that the resident owns the street parking spot.
- Consider adding that blocking the sidewalk is prohibited and can incur penalties.

SMC Title 11 Streets and Public Right-of-Ways

Title 11 is a new Title of the Municipal Code containing city regulations pertaining to the permitting of uses and construction in City right-of-way. These code sections have been de-coupled from the Building Code Title for clarity and better flow of the code.

Advisory Group Questions and Comments:

- Will there be more specific details or design on the complete streets diagram (11.12.010, Figure 11.12.010(A), and how will Stanwood implement complete streets? Staff will follow up with more information. Also, use a better diagram than what's currently there.
- 11.12.010(1)(a) Support different modes of travel, while respecting and enhancing Stanwood's rural and small-town setting. – Provide further explanation of what this sentence means.
- Consider ADU's on a residential lot, the provisions of not allowing more than 4 residences in this scenario could be prohibitive.
- Performance Standards (11.12.050) for complete streets – are this in effect now? Not yet, since we currently do not have complete streets adopted.



Comprehensive Plan/Municipal Code Advisory Group Meeting Minutes January 17, 2024

SMC Title 14 Building and Construction

Title 14 contains adopted building, fire, and construction codes.

Advisory Group Questions and Comments:

- There is a new movement to require new SFRs to install capability for EV charging, Advisory Group members would like to see this adopted in Stanwood.
- Russell Joe: Builders aren't in favor of requiring it in all new homes, they are in favor of putting pipes/wiring in place to allow for later connection. Staff will follow up with more details of what will be required for residential and commercial builders.
- Allow for credits for businesses installing charging stations.
- 14.02.010 General Provisions – permitting sheds 14.04.010(1)(a) #14 platforms not more than 30 inches above the grade and not over any basement or story below - add a square footage number to this to require or not require a permit. Also reference this requirement back to WUI code.
- #16 – windows. Some areas do not have this exception.
- <https://slate.com/business/2021/12/staircases-floor-plan-twitter-housing-apartments.html>
- <https://www.theurbanist.org/2023/02/07/one-stairway-is-enough-to-reach-housing-heaven/>
- Consider incorporating smaller stairwell requirements. These updated stairwell configurations could reduce the amounts large, unattractive buildings, conserving space, energy, and more.
- 14.04.010(10) – double check the language of this, this line may be unnecessary.

SMC Title 18 Shorelines and Environmental

As outlined in the Unified Development Code Approach Schedule, the first chapters being worked on are related to the environment and shorelines. The existing municipal code has shoreline regulations scattered throughout the code in different chapters, making it difficult to apply and interpret. This update will pull all the shoreline regulations into its own chapter and non-shoreline critical areas in a separate chapter.

Advisory Group Questions and Comments:

- No comments

Stanwood Street and Utility Standards

Title 14 includes the adoption of the City's street and utility standards. These standards are adopted and updated by Council Resolution to keep up with changing engineering standards and city conditions. The Standards are divided into 6 chapters:

- Chapter 1: General Street and Utility Specifications
- Chapter 2: Transportation and Streets
- Chapter 3: Stormwater Management
- Chapter 4: Water
- Chapter 5: Sanitary Sewer
- Chapter 6: Transportation Standard Details Index



Comprehensive Plan/Municipal Code Advisory Group Meeting Minutes January 17, 2024

Advisory Group Questions and Comments:

- Drawing T-7 (Bike Paths, Bike Routes, and Shared Roadways) add an additional diagram of how these will intersect at areas such as transit stops and crossings. Implement these in a way that will enhance the pedestrian environment.
- Consider adding a provision for wider width for sidewalks that can accommodate cyclists and pedestrians.
- Are FEMA regulations incorporated into these regulations? Staff is working to find a balance between affordability of improving homes and floodplain regulations.
- Embrace roundabouts in Stanwood for traffic flow.
- Are there specifications for trails that are gravel or a similar material, that are lower cost alternatives? There are some alternative options, but meeting ADA standards and requirements for trails near roads. Staff will research more alternatives for non-sidewalk – walking paths.

Adjourn: 6:53