



Planning Commission Meeting Minutes Monday, July 8, 2024 – 6:30 pm

Call to Order: 6:32 pm

Roll Call

Commissioners Present:

Eric Warnat, Commissioner
Jeff Wheatley, Commissioner
Patrick Hosterman, Commission Chair
Cody Davis, Commission Vice-Chair

Staff Present:

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

Absent: Kathy Moe, Commissioner; Melissa Toner, Commissioner; Gabrielle Braley, Commissioner

Also known to be present: N/A

Public Requests and Comments: None

Approval of Minutes:

The minutes from the June 10, 2024 Planning Commission meeting were unanimously approved with a request for one missed comment to be added.

New Business:

None

Old Business:

Continuation of Public Hearing: 2024 – 2044 Comprehensive Plan

Staff has been working on updating the 2024 Comprehensive Plan over the last two years which has included public outreach, technical analysis and drafting the Plan. This work was accomplished with the help of an Advisory Committee, the Planning Commission, and the Council Community Development Committee.

The Plan has been organized into three general sections:

1. Introduction: Mayors' message, tribal recognition, an explanation of planning in the City, and an overview of the city's demographics.
2. Plan Elements: required planning elements include land use, housing, economic development, transportation, parks, environmental, shorelines, utilities, and capital facilities.
3. Appendix: definitions, acronyms, zoning categories, capital facilities list, references to other plans such as water, sewer, and drainage plans.

The 2024 – 2044 Draft Comprehensive Plan is founded on the existing 2015 Plan's vision, mission, and core values to maintain and preserve Stanwood's downtown character and rural history while meeting state mandated employment, housing, and population growth mandates. This Plan transforms the exiting "word heavy" document into a readable Plan with graphics, pictures, and tables that help tell Stanwood's story. This draft Plan addresses the growth targets as follows:



Planning Commission Meeting Minutes Monday, July 8, 2024 – 6:30 pm

Employment: Stanwood's existing zoning falls short of providing the employment targets assigned to the City. As a result, the Light Industrial zone is proposed to be changed to a Planned Industrial zone which creates additional opportunities for more business types which is expected to produce more jobs.

Population: Stanwood has sufficient vacant and underdeveloped land to meet our 20-year population growth target of 10,963 residents. However, to support the economic vitality of the downtown, the Mainstreet Business I and II are being combined into a single Mixed-Use district which encourages the development of new residential units above or behind commercial / retail space. Adding additional population within walking distance of restaurants and shops promotes the health and economic sustainability of downtown.

Housing: The Growth Management Act (GMA) added a new housing target to the 2024 Plan update. GMA requires that cities plan for and accommodate housing for all income levels. Guidance from the Washington State Department of Commerce links housing types by income bands, requiring the City to plan for a variety of housing types such as accessory dwelling units, cottages, duplexes and townhouses. These types of units are referred to as "missing middle housing".

Questions & Comments

- Some comments are from non-Stanwood residents. Do Commissioners need to consider these? All interested parties are permitted to comment on the Comprehensive Plan. It is up to the Commissioners to decide to act on the non-resident comments.
- Commissioners noted that some residents are concerned about removing the historic overlays on the zoning map. Staff explained that the current municipal code does not carry much weight for historic preservation purposes. Staff has added a policy to the Comprehensive Plan that will give the city a way to investigate a historic preservation program in the future. A historic preservation program will take a lot of effort to research and create. Some Commissioners think that not all properties owners of historic properties would want to participate in a preservation program.
- Consider adding examples to the Comprehensive Plan of what small commercial in residential zones might be, such as an insurance or therapist office inside a home. Create a vision of what the city would like to see in these zones.
- Consider discussing the steps of what it would take for a person to have a small commercial space in a residential home (permitting, licensing, etc.).
- Add language that Stanwood will support future legislation concerning Electric Vehicles and charging stations.
- Add details of how public/private partnerships can address supporting community members such as seniors and low-income residents.
- Commissioners would like to remove storage units from the list of prohibited uses. They would like storage units to be allowed in the General Industrial (GI) zone and granted through a Conditional Use Permit (CUP).
- Add links throughout the electronic version of the Comprehensive Plan to lead people to specific municipal code sections for further reading.
- Add indigenous terms with translations throughout the Comprehensive Plan.



Planning Commission Meeting Minutes Monday, July 8, 2024 – 6:30 pm

- The Scandinavian theme does not have to be the dominant theme in the downtown areas. Stanwood had settlers from multiple countries and cultures.
- In Title 10 of the municipal code, consider adding language to clarify who is responsible for maintenance of the Rights-of-Way in Planned Residential Developments (PRDs).
- The Commissioners unanimously agreed to move the Comprehensive Plan forward to City Council for review.
- The Commissioners thanked staff for all of the hard work that was put into this project.

Miscellaneous Business:

None

Recent Council Action on Commission Items:

- Titles 7 & 8 were approved by Council.

Upcoming Items: Traffic Enforcement & Rights-of-Way and the Noise Ordinance is going to Council on July 11, 2024

Next Meeting: September 9, 2024

Adjourn: 7:57 pm