



City Council Committee Meeting Agenda

Community Development Committee

This meeting will be conducted in person at City Hall at
10220 270th Street NW, Stanwood, WA 98292

<https://www.stanwoodwa.org>

Thursday, April 3, 2025, at 5:00 PM

1. Critical Areas Code Overview
2. Preliminary Subdivision Code Language
3. Stanwood Mural Art Project
4. Storefront Improvement Program



**CITY OF STANWOOD
COMMUNITY DEVELOPMENT COMMITTEE
AGENDA STAFF REPORT**

DATE: April 3, 2025
SUBJECT: April CDC Agenda Topics
FROM: Patricia Love, Community Development Director

Critical Areas Code Overview:

The Growth Management Act (GMA) requires all cities and counties to adopt development regulations that protect critical areas. These regulations help to preserve the natural environment, maintain fish and wildlife habitat, and protect drinking water. Protecting critical areas also helps reduce exposure to risks, such as landslides or flooding, and maintains the natural elements of our landscape.

RCW 36.70a.030(5) defines five types of critical areas:

- Wetlands.
- Fish and wildlife habitat conservation areas.
- Geologically hazardous areas.
- Frequently flooded areas.
- Areas with a critical recharging effect on aquifers used for potable water.

The City has elected to add protection of Cultural Resources to its environmental regulations as it is required under Washington State Executive Order 05-05. The Executive Order requires agencies to integrate cultural resource reviews into their planning processes. This includes assessing the potential impacts of construction, development, or land use projects on archaeological sites, historic buildings, and other cultural assets.

The Planning Commission has been actively reviewing the draft Critical Areas Ordinance (CAO) since October 2024, with the primary issue of concern being the proposed increases in wetland and stream buffer requirements. These expanded buffers are intended to enhance environmental protection by preserving critical areas that would otherwise be permanently impacted by development.

The proposed buffer increases have sparked debate among stakeholders. The Master Builders Association of King and Snohomish Counties has expressed opposition, citing concerns that larger buffers could reduce the number of homes that can be built within a subdivision, potentially affecting housing availability and affordability. In contrast, several local residents

have voiced strong support for increased buffers, emphasizing the importance of protecting wetlands and streams to maintain water quality, habitat, and overall ecological health.

In response to these concerns, city staff is working on an amendment to the subdivision code that aims to strike a balance between environmental conservation and housing development. The draft code provides lot size and development flexibility. This approach would allow for smaller lot sizes to help offset the reduction in developable land caused by the increased buffers, maintaining overall housing capacity while upholding environmental protections.

The Planning Commission is expected to forward their recommendation to the Council at their April 10 meeting. Staff is projecting that the CAO will be presented to the full Council in May. Attached for your review and discussion is the ordinance summary.

Preliminary Subdivision Code Language:

To comply with the Growth Management Act, cities must adopt regulations addressing subdivision rules and housing options in alignment with their Comprehensive Plans. The City has several policy plans that guide future housing decisions, including the Comprehensive Plan, Housing Action Plan, and Strategic Plan. The Comprehensive Plan and Housing Action Plan are long-term planning documents that shape city growth and development over a 20-year horizon, while the Strategic Plan serves as a short-term implementation strategy that helps the Council set annual budget priorities. Together, these plans support diversifying the city's housing stock to provide a range of housing options.

In February, the City Council and Planning Commission held a joint meeting to discuss the approach for updating the subdivision and housing codes. The attached Policy Direction Summary outlines key issues and the general strategies considered during the meeting.

Since that discussion, city staff and consultants have been actively developing the initial draft of the subdivision and housing code amendments. While the full draft is not yet ready for public review, the following sections provide an early look at some of the proposed code language by topic. While the code language is very preliminary and staff anticipates significant changes, the intent is to get early feedback on the code direction.

Things to consider when reviewing the preliminary code language:

- Lot density is based on existing Planned Residential Development (PRD) standards.
- Simplify the bulk standards table by reducing the minimum lot size section: should there be one minimum lot size?
- The table does not yet include the concept of lot width to depth ratios to provide additional lot creation flexibility.
- Would the addition of flow charts and calculation examples be helpful?
- Add graphics to provide examples of subdivision types.

Lot Size, Dimensions and Density

18.402.030 Lots and Density Standards.

Table 18.402.030 Bulk Standards – Lot Size, Dimensions, and Density

	Residential Zones					Residential/ Commercial Zones		Commercial/Industrial Zones				Public Facilities Zones
	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	DMU	NB	GC	PI	GI	PF
Maximum Density Dwelling units per gross acre	5	6	8	10	*20	20	20		No limit	35%		
Single-Family							10					
Cottage	10	10	10									
Minimum Lot Size Square feet	10,000	7,000	5,000	5,000	20,000		2,500	6,000	10,000	20,000	1 acre	5,000
Single-Family					4,500	5,000						
Cottage	3,000	3,000	3,000	3,000	**3,000	**3,000			**3,000			
Duplex		**7,000	**7,000	7,000	7,000	6,000	**6,000					
Townhouse Parent Lot		**7,000	**7,000	7,000	**7,000	**7,000	**7,000					
Townhouse End Unit Lot		**2,000	**2,000	2,000	2,000	2,000	2,000		**2,000	**2,000		
Townhouse Interior Unit Lot		**1,800	**1,800	1,800	1,800	1,800	1,800		**1,800	**1,800		
Multifamily						20,000	7,000					
Minimum Lot Width Feet	85	60	50	*50	*100	50	35	50	70	80	100	50
Cottage	50	50	50	50								
Minimum Lot Depth Feet	100	80	75	*75	*200	70	75	70	80	100	200	
Cottage	60	60	60	60								

(Notations of * or ** will be removed from the final table; it's used here only to track changes noted above)

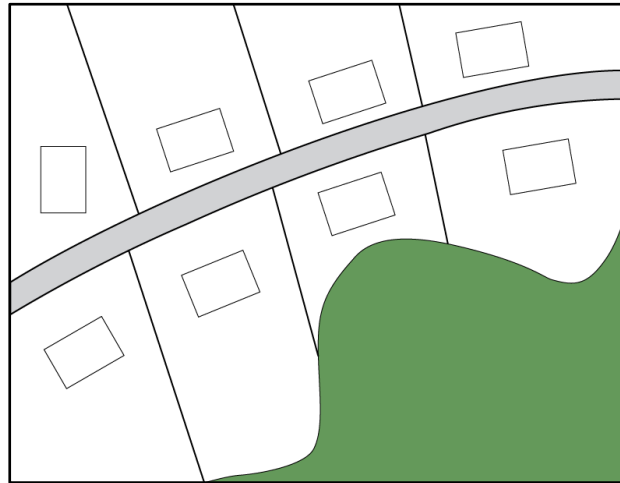
- (1) Density standards cannot be changed through a variance.
- (2) Density for mixed-use projects in the PI Zone is limited to residential uses comprising no more than 35% of gross floor area. Mezzanines will not be counted in the gross floor area for the purpose of determining the maximum residential area. [This only applies to Planned Instruction Park developments.]
- (3) Lot size is calculated as the minimum square footage allowed per lot.
- (4) Lot width and depth are calculated as the minimum number of feet.
- (5) Additional density for LEED Silver. Density may be increased to 30 du/acre for mixed-use developments when 100 percent of the required residential parking is provided on the ground floor and the building is at least LEED silver certified.
- (6) Lot Size Averaging. A long or short subdivision may meet the minimum lot size requirements by calculating average lot size under this subsection.
 - (i) Lot Size Averaging Method:
 - (A) Divide the site area in square feet by the total number of lots containing new dwellings units.
 - (B) The resulting average lot size must equal or be greater than the minimum lot size required for the zone in which the property is located.

- (ii) Allowances for lot dimensions. When using lot size averaging, lot dimensions deviating from Table 18.402.030 are allowed, with the following limitations:
 - (A) Each single lot must be at least 3,000 square feet in area;
 - (B) Lots in subdivisions and short subdivisions created under the provisions of this section have a maximum lot coverage of 55 percent;
 - (C) Lots with less than the prescribed minimum lot area requirement for the zone in which they are located must have:
 - (I) A minimum lot width of at least 34 feet; and
 - (II) Setbacks of 15 feet from right-of-way and private roads, except that garages must be set back 18 feet from right-of-way (with the exception of alleys) or private roads and corner lots may reduce one right-of-way setback to no less than 10 feet; and
 - (III) Preliminary subdivisions approved using lot size averaging may not be recorded in divisions unless each division individually or together as cumulative, contiguous parcels satisfy the requirements of this section.
- (7) Each lot must have direct access via a public street, private street, or legally established access easement to an existing public right-of-way. Access roads must conform to the city of Stanwood public works standards.
- (8) The square footage of land contained in access panhandles is not to be included in lot size computation.
- (9) Side lot lines must be substantially at right angles or radial to street lines.
- (10) Avoid creating double frontage lots, except where necessary to provide separation of residential development from traffic arterials, or to overcome specific disadvantages of topography and orientation. For such lots, a strip of land must be reserved along any lot line abutting a traffic arterial to which no right-of-access is allowed.
- (11) All lots in a subdivision or short subdivision must have a minimum street frontage of 20 feet in width. For unit lot subdivisions, this provision is applied only to the parent lot.
- (12) No plat may be approved covering any land situated in a flood control zone as provided in Chapter 86.16 RCW without the proper written approval of the Department of Ecology, State of Washington.

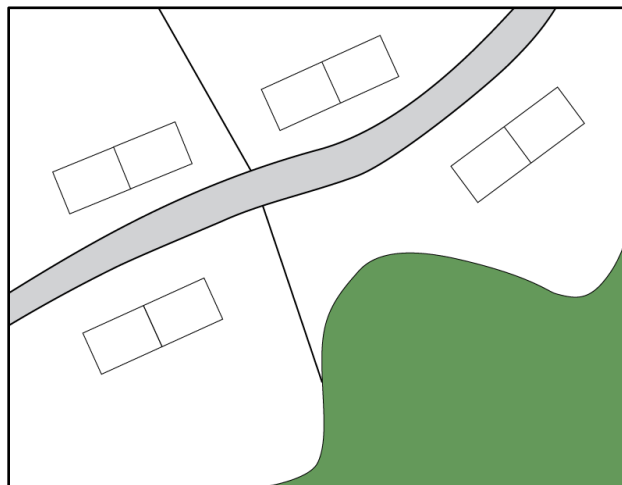
Cluster Subdivision Provisions

18.402.040 Allowance for Density Clustering to Preserve Critical Areas

- (1) Purpose. The purpose of these clustered housing standards is to:
 - (a) Achieve lot size reduction to protect the natural environment and encourage economically viable subdivisions.
 - (b) Encourage a sense of community within residential development while protecting the natural environment and any critical areas.
 - (c) Allow for design flexibility and the provision of a more efficient arrangement of structures for providing necessary services and infrastructure that is sensitive to the land's natural features and topography.
 - (d) Achieve the maximum allowable density on developable land, while preserving critical areas and other pervious surfaces through lot size reduction.
- (2) Applicability. This clustered residential development provision applies to all subdivisions in residential zones.
- (3) Design Standards. In addition to the requirements of the underlying zone, clustered density developments are subject to the following requirements:
 - (a) The development may include only single unit detached dwellings.
 - (b) The minimum lot size of the underlying zone may be reduced by up to 50 percent.
 - (c) The number of lots is determined based on the following:
 - (i) The net buildable area of the site is determined by subtracting the area of any critical areas and associated buffers.
 - (ii) The net buildable area of the site is then divided by the underlying zone's minimum lot area, reduced according to SMC 18.402.040.(3)(c) to get the number of allowed lots. The number of allowed lots must be a whole number; rounding up is not allowed.
 - (d) External lot lines of the clustered residential development site must conform to the setback requirements of the underlying zone.
 - (e) The underlying zone's maximum building coverage may be increased up to 45% of the lot area, as long as the aggregate building coverage on all lots is no greater than 35% of the net buildable area of the site.
 - (f) Maximum hardscaping/impervious surface cover for an individual lot may exceed the zoned maximum, as long as the total impervious surface coverage for the entire site does not exceed the requirements of the underlying zone.
 - (g) Critical areas and their buffers must be held in a critical area tract or similar protection method acceptable to the City.



In the clustered residential development, the allowance for small lots enables the site to achieve eight developable lots, while protecting the critical area.



An example of a clustered residential development with duplexes (attached units).

Zero Lot Line Developments

18.402.060 Zero Lot Line Developments

- (1) Purpose. The purpose of zero lot line development is to:
 - (a) Provide more usable private open space;
 - (b) Promote the efficient use of land;
 - (c) Protect critical areas; and
 - (d) Provide greater flexibility in site development standards while at the same time assuring that the single-family character of the development is maintained.
- (2) Applicability. These provisions apply to zero lot line development, where a dwelling unit and/or garage is built adjacent to one or more property lines.
- (3) Design Standards.
 - (a) Side yard setbacks for internal lot lines may be reduced to zero, provided that the parent lot meet the setback requirements of the underlying zone.
 - (b) Front yard setbacks from internal private access streets and/or driveways must be at least five feet or the access point of the garage or parking area must be at least 20 feet from the internal private access street. No portion of a garage or any garage door that may be in motion may cross any lot line.
 - (c) Existing developments of detached condominiums or common wall townhouses may utilize the setback provisions of this section if converting to fee simple lots through a land division process meeting the requirements of this title.
 - (d) To maintain privacy, no windows, doors, air conditioning units, or other openings in the walls along a zero lot line structure are allowed except for windows that do not allow visibility into the interior side setback of the adjacent lot, such as clerestory or obscured windows.
 - (e) Eaves along zero lot line structures may project a maximum of 18 inches over the interior side property line.
 - (f) Lots intended for zero lot line homes must be noted on the plat, together with minimum side setback areas and maximum building envelopes.

Unit Lot Subdivisions

18.402.070 Unit Lot Subdivisions

- (1) Purpose. The purpose of unit lot subdivision is to:
 - (a) Provide opportunities for fee-simple ownership of land such as through townhomes, cottage housing developments, ADUs, or other detached small lot housing developments in zones where such uses are allowed.
 - (b) Allow development on individual unit lots to avoid complying with dimensional standards if the parent lot conforms to all applicable development standards.
- (2) Applicability. These provisions apply to creation of unit lots, for the purpose of sale or lease, from a legally established parent lot. Unit lot subdivisions are processed as short subdivisions, pursuant to RCW 58.17.060.
- (3) Design Standards.
 - (a) Within a unit lot subdivision, individual lots do not need to conform to minimum lot area requirements, minimum density, or other applicable dimensional and development standards for the zone, but the parent lot must comply with all applicable regulations.
 - (b) Subsequent modifications may not create a nonconformity in the parent lot.
 - (c) Parking required for each dwelling unit within a unit lot subdivision may be provided on a separate lot than the dwelling unit it serves, as long as a parking access easement is recorded on the plat.
 - (d) Portions of the parent lot not subdivided for individual unit lots must be owned in common by the owners of the individual unit lots.
 - (e) The recorded unit lot subdivision, in addition to the requirements of SMC 18.404.070(2), must include:
 - (i) The title of the plat must include the phrase, "Unit Lot Subdivision."
 - (ii) A note stating that each unit lot is not a separate buildable lot, and that additional development of the individual lots may be limited as a result of the application of development standards to the parent lot;
 - (iii) Easements for parking, ingress, egress, utilities, and emergency services; and
 - (iv) Joint use agreements and maintenance agreements as necessary for garages, common parking spaces, outdoor amenity spaces, or shared open space.

Accessory Dwelling Units

18.604 Accessory Dwelling Units (ADUs)

18.604.010 Purpose

The purpose of this chapter is to encourage the development of affordable housing and infill development by allowing accessory dwelling units where appropriate and establishing standards for design and incorporation into existing residential neighborhoods

18.604.020 Applicability

- (1) Accessory dwelling units are allowed in zones as established in the Permitted Use Table in SMC 17.30.
- (2) Applications for accessory dwelling units must follow the procedure established under SMC 18.200, Procedures.

18.604.030 Design and development standards

- (1) Two accessory dwelling units may be allowed on a lot with a principal unit.
- (2) Accessory dwelling units may be attached (AADU) or detached (DADU).
- (3) The size of an accessory unit may not exceed 50% of the size of the main structure, or 1,000 square feet of gross floor area, whichever is greater.
- (4) Dimensional Standards. The base standard Zoning Standards established under SMC 17.60 apply to accessory dwelling units.
 - (a) The height of an accessory dwelling unit may not exceed the maximum limit of the underlying zone, or 24 feet, whichever is greater.
 - (b) Setbacks lot coverage. The setback, coverage, and other similar development standards of the underlying zone apply to accessory dwelling units.
 - (i) Exception. An accessory dwelling unit may be sited along a lot line that abuts a public alley.
- (5) One parking space per accessory dwelling unit must be provided.
- (6) Detached accessory dwelling unit development standards.
 - (a) Design. Detached accessory dwelling units (DADUs) must have at least one of the following elements in common with the principal unit:
 - (i) Roof lines or pitch
 - (ii) Window frames
 - (iii) Color
 - (iv) Siding materials or design
 - (b) Materials. Detached accessory dwelling units may not be constructed out of temporary or makeshift materials such as yurts, Recreation Vehicles (RVs), or shipping containers.
 - (c) Utilities. Detached accessory dwelling units must provide their own separate water meter.
- (7) The applicant is responsible for consulting and complying with any private conditions, covenants, and restrictions (CC&Rs) that may apply to the property or the creation of accessory dwelling units.

Stanwood Mural Art Project:

Background and Introduction:

Stanwood City Council expressed an interest in the City of Stanwood funding and/or supporting the arts. The city allocated \$15,000 in 2025 to support a public arts-related project. City staff held a planning meeting in late January with the “Mural Committee” (specified below), which resulted in the Downtown Mural Project.

The Downtown Mural Project involves installing two (2) murals in high-visibility areas within the community to beautify Stanwood and serve as a foundation for a larger, ongoing public arts program. The project scope involves selecting appropriate mural locations, engaging with property owners to discuss public-private partnerships, determining mural themes and guidelines, issuing a call for artists in partnership with the Stanwood Camano Arts Advocacy Commission (SCAAC) and selecting the artists best suited to execute the murals. The intent is for both murals to be complete by September. This project aligns with the city’s Twin City Mile Revitalization Project which aims to revitalize downtown, and with the 2024-2044 Comprehensive Plan by contributing to the cultural enrichment of our community.

Project Vision:

The vision for this project is to create two uniquely stunning murals that are in areas of high visibility in downtown Stanwood. Themes under consideration include yesteryear or historical murals, indigenous representations, streetscapes, agricultural pieces, abstract and/or modern interpretations.

Mural Committee:

The City of Stanwood assembled a small group of stakeholders referred to as the Mural Committee to help drive this project. The committee is made up of City Council representative, Steve Shepro, Stanwood resident Kathleen Shepro, Stanwood Camano Arts Advocacy (SCAAC) representatives and city staff. Members have and continue to play an integral role in narrowing down mural locations, identifying key themes and parameters for mural design, and selecting artists. SCAAC is overseeing the call for artists, hiring and management of the artists, and procurement of supplies. City staff are overseeing the budget, facilitating implementation, organizing committee meetings, and drafting all necessary contracts and/or agreements.

Project Timeline:

- February
 - Select mural locations
- March:
 - Develop call for artists
 - Develop draft agreement between artist, property owner and city
- April:
 - Issue call for artists
- May-June:
 - Select artists and present to Council
 - Sign and finalize agreement between city, property owner and artist(s)
 - Prepare properties for painting
- June-August:
 - Paint murals

- September:
 - Unveil murals during a ribbon cutting
- 2026+
 - Launch a public arts program/funding mechanism to support the arts

Project Update:

In February, the Mural Committee reviewed several potential locations for murals in high visibility areas along the downtown corridor. It was determined that the focus for this year should be the west-end of town because of east-end construction happening later this year. Locations that were identified in west Stanwood include Hamilton Lumber, Stanwood Middle School and Brick Road Antiques. Hamilton Lumber was the committee’s top choice due to its location—the building acts as an entrance to the west-end of downtown.

Hamilton Lumber - 9718 271st St NW



Stanwood Middle School - 9405 271st St NW



Brick Road Antiques - 10111 270th St NW



Staff reached out to property owners at Hamilton Lumber and Brick Road Antiques. Hamilton Lumber expressed interest but is only interested in a 3-to-5-year agreement with the city to maintain the mural on their building. Brick Road Antiques also expressed interest in having a mural painted on their building. Staff did not contact Stanwood Middle School. SCAAC shared that there is another school in the district actively raising funds to have a mural painted on their building. There is concern that one school receiving a mural at no cost at all while another is looking for funding may cause conflict.

During the March Mural Committee Meeting, it was also learned that the city only has enough funding for one mural to be painted, based on the size of the Hamilton Lumber and Brick Road Antiques Buildings. SCAAC estimates that it will cost \$10,000 to compensate an artist, which is modest, and another \$5,000 for supplies and materials.

On a related note, Councilmember, Steve Shepro, is also connecting with Ziple Fiber about the possibility of an additional mural being painted on their building located off 271st Street, as a separate project. Ziple Fiber has painted murals on their buildings in other locations.



Staff Recommendation:

With this latest information in mind, staff have made the recommendation to the Mural Committee that the city move forward with one mural being painted on the Brick Road Antiques building this year. In the meantime, staff can investigate additional funding opportunities for a second mural to be painted in 2026. If the city moves forward with one mural, then SCAAC will issue a call for artists which will likely go out in April or May.

The city also intends to continue researching the possibility of establishing a percentage for the arts program to support local art and artists in Stanwood.

Critical Areas Ordinance Summary



Stanwood Municipal Code Update Project

Critical Areas Summary

Overview

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 update is intended to be user friendly for staff, property owners and developers by 1) removing legalese and jargon unfamiliar to the lay person, 2) improving clarity and overall functionality, and 3) reflect regulatory best practices. The amendments will also be consistent with current case, state and federal laws.

As part of the Municipal Code Update, the City has elected to create a Unified Development Code (UDC) that merges Title 16, Subdivisions, and Title 17, Zoning, into a single Title. A UDC is a comprehensive set of regulations or standards that govern land use, zoning, and development within a single Municipal Code Title. The Critical Area Regulations will be integrated into the new UDC.

The purpose of Stanwood's 2025 Critical Area Code Update is to ensure compliance with state regulations, integrate best management practices, and address environmental changes. This update includes:

- Reorganizing and renumbering the existing critical areas regulations to new chapters and aligning them with state guidance based on Best Available Science.
- Duplicative sections were streamlined, definitions updated, and provisions made more consistent with Best Available Science and state regulations.
- Wetland regulations (SMC 18.802) have been revised to align with Washington State Department of Ecology guidance.
- Stream designation and buffers (SMC 18.804) have been revised to align with the Washington State Department of Natural Resources designations and Department of Fish and Wildlife's buffer best available science which include applying on site-potential tree height (SPTH) buffer widths.
- The geologically hazardous areas chapter (SMC 18.806) incorporates definitions consistent with RCW and WAC.
- Floodplain management is renamed "Frequently Flooded Areas" (SMC 18.810) with added protections for elevating HVAC systems above the floodplain.
- New cultural resources provisions were added based on Washington State Executive Order 05-05.

Organization

Part 8 of the new UDC contains the City's environmental regulations and will be notated as Stanwood Municipal Code, Chapter 18.800-18.812.

Chapter	Provisions
SMC 18.800	General Provisions - Applies to All Critical Areas
SMC 18.802	Wetlands
SMC 18.804	Fish and Wildlife Habitat Conservation Areas
SMC 18.06	Geologically Hazardous Areas
SMC 18.808	Critical Aquifer Recharge Areas
SMC 18.810	Frequently Flooded Areas
SMC 18.812	Cultural Resources

General Provisions Summary

The General Provisions Chapter serves as the foundational set of baseline regulations addressing critical areas. By including common requirements in one chapter, the aim is to streamline the overall code, ensuring that these provisions apply uniformly across each of the critical area sections without needing to be repeated. This reduces redundancy and improves the readability of the regulations. The General Provisions section includes:

- An explanation of how critical area codes are applied in Stanwood and how to use the chapter.
- Integrates with the procedures chapter in Part 2 of the UDC.
- Requires the application of Best Available Science (BAS) and No Net Loss of ecological functions and values.
- Identifies limitations around exempt activities:
 - Operations, maintenance or repairs of existing facilities and structures
 - Passive outdoor activities such as trails
 - Forest practices per RCW 79.09
 - Minor site investigation work
 - Infill single family residential structures in the floodplain with no impact to wetlands, streams or buffers
- Identifies limitation around allowed activities:
 - Modifications to existing structures
 - Activities within improved right-of-way
 - Minor utility projects
 - Public and private trails within the outer 50% of buffers
 - Invasive vegetation removal and vegetation management
 - Minor site investigation work

- Navigational aids and boundary markers
- Defines when a critical areas report or reconnaissance letter is required.
- Details the requirements for critical area reports, mitigation reports, and mitigation plans including application of a sequencing analysis to show avoidance and minimization to avoid impacts to critical areas.
- To avoid a “taking” of private property a reasonable use provision is included as well as a public agency / utility exemption. Defines reasonable use as 1,500 square feet for a single-family residence and clarifies that the reasonable use process is not a variance.
- Details variance criteria, bonding requirements, and preservation easement/tract requirements.
- Establishes enforcement processes and references to Chapter 13, Enforcement.
- Moved bonding requirements to the procedures chapter, SMC 18.310.

Wetlands Summary

It is US policy to protect the integrity of the nation's waters, which include lakes, rivers, streams, and wetlands. Protection of wetlands falls under the Clean Water Act and is administered through local governmental critical area regulations, the State Department of Ecology (via authorization from the Environmental Protection Agency) and the Federal Corp of Engineers.

Wetlands are defined as (WAC 173-22-035) those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation adapted for life in saturated soil conditions. Wetlands must have three characteristics: hydrology, hydric soils and plants adapted to wet conditions.

Critical area regulations provide for the protection of not just the wetland themselves, but what is referred to as wetland “functions and values”. Functions refers to what wetlands do, such as water filtration, flood control, water storage, groundwater recharge, erosion control, shoreline stabilization, and wildlife habitat areas. Whereas values refers to the benefits wetlands provide to humans, wildlife and the environment such as ecosystem biodiversity and recreational opportunities.

Wetlands are classified into four categories using the 2014 Washington State Wetland Rating System for Western Washington: Type 1 being the rarest and most difficult to replace to Type 4 having the lowest level of functions and values. Buffer widths are applied to a wetland based on a habitat score associated with site specific characteristics. A 15-foot building setback is then applied to the outer edge of the wetland buffer.

The buffers have been modified to be consistent with the Department of Ecology’s best available science for Western Washington using habitat score ranges. Buffer widths for wetlands with habitat scores of 3-5 have remained the same, but the buffer widths for wetlands with higher habitat scores have increased between 40 – 75 feet. The table below shows the new buffers and the change differential in parenthesis.

Buffers are measured in one of two ways:

- Table 1 – Standard wetland buffers without connection to a habitat corridor; or
- Table 2 – Reduced wetland buffers if connected to a 100 foot habitat corridor

When a habitat corridor is not present, buffers are determined solely by the wetland’s category and its habitat function score. When no habitat corridor (a connection to other natural areas) exists, wetlands are more isolated, and wildlife has fewer movement options. To compensate, WA DOE requires wider buffers to maintain ecological functions.

Table 18.802.060-1 Wetland Buffers (without a habitat corridor)

Wetland Category	Habitat Score			Buffer Based on Special Characteristics (when Identified on Wetland Rating Form by Qualified Biologist)
	3-5	6-7	8-9	
Category I or II: Based on rating of wetland functions (and not listed below)	75	150	300	Not Applicable / Use Habitat Score
Category I: Bogs and Wetlands of High Conservation Value	190	See Special Characteristic Buffer	300	250
Category I: Forested	75	150	300	Not Applicable / Use Habitat Score
Category I: Estuarine and Coastal Lagoons	150	See Special Characteristic Buffer		200
Category II: Estuarine and wetlands in coastal lagoons	110	See Special Characteristic Buffer		150
Category III: All	60	150	300	Not Applicable / Use Habitat Score
Category IV: All	40	50	50	50

When a habitat corridor is present, Ecology allows for reduced wetland buffer widths compared to areas without a corridor. A habitat corridor is a natural or restored connection between wetlands and other critical areas (such as streams, native growth protection areas or steep slopes) and provides the following benefits:

- **Wildlife Movement** – A corridor helps wildlife travel between wetlands and other natural areas, reducing their dependence on a single or isolated wetland.
- **Improved Ecological Functions** – A connected landscape provides better habitat conditions, reducing the need for wide buffers.

Table 18.802.060-2 Wetland Buffers (with a habitat corridor)

Wetland Category	Habitat Score			Buffer Based on Special Characteristics (when Identified on Wetland Rating Form by Qualified Biologist)
	3-5	6-7	8-9	
Category I or II: Based on rating of wetland functions (and not listed below)	75	110	225	Not Applicable / Use Habitat Score
Category I: Bogs and Wetlands of High Conservation Value	See Special Characteristic Buffer		225	190
Category I: Forested	75	110	225	Not Applicable / Use Habitat Score
Category I: Estuarine and Coastal Lagoons	See Special Characteristic Buffer			150
Category II: Estuarine and wetlands in coastal lagoons	See Special Characteristic Buffer			110
Category III: All	60	110	225	Not Applicable / Use Habitat Score
Category IV: All	40	40	40	Not Applicable / Use Habitat Score

Buffer adjustment options are provided in the code to provide some flexibility in site design.

Buffer Averaging: The width of a buffer may be averaged, thereby reducing the width of a portion of the buffer and increasing the width of another portion. However, no part of the buffer width can be less than 65% of the required buffer.

Category IV Wetlands Less Than 4,000 Square Feet: These wetlands are not subject to the avoidance and minimization requirements, and they may be filled if the impacts are fully mitigated through the purchase of credits from a mitigation bank or an in-lieu fee program.

Wetlands Less than 1,000 Square Feet: Most Category IV wetlands are exempt from the buffer provisions.

Functionally Disconnected Buffers: Buffers may exclude areas that are functionally and effectively disconnected from the wetland by an existing public or private road, or other legally established development.

If wetlands are impacted, mitigation must be provided in an amount necessary to successfully replace the existing wetland functions and values. The code encourages the use of mitigation banks, but if a bank is not available, the following mitigation ratios are applied.

Table 18.802.090-1 Replacement Ratios

Wetland Category	Re-Establishment of Creation	Rehabilitation	Preservation	Enhancement	Other
Wetlands of High Conservation Value	Consult with WA DNR	Consult with WA DNR	24:1	Consult with WA DNR	As Determined by the Dept. of Ecology or Corp of Engineers
Category 1 – Forested	6:1	12:1	24:1	24:1	
Category 1 – Bogs	N/A	N/A	24:1	N/A	
Category 1 – Estuarine	3:1 (Re-establishment only)	6:1	12:1	Limited Circumstances (case by case)	
Category I – All Others	4:1	8:1	16:1	16:1	
Category II - Estuarine	4:1 (Re-establishment only)	8:1	16:1	Limited Circumstances (case by case)	
Category II – All Others	3:1	6:1	12:1	12:1	
Category III	2:1	4:1	8:1	8:1	
Category IV	1.5:1	3:1	6:1	6:1	

Wetland Buffer Impact Analysis:

A question was raised about the impact of the proposed buffer changes. To address this, staff reviewed all critical area reports from 2019 to 2024 to compare the previous and updated buffer requirements. The analysis identified 21 wetlands, ranging from Category 1 to Category 4, with the majority classified as Category 3 or 4.

Wetland Category	Number of Wetlands
Category 1	1
Category 2	1
Category 3	12
Category 4	7
Total:	21

The Category 1 and 2 wetlands were part of the Cedarside project which is adjacent to Church Creek.

Since buffer widths are based on habitat scores, the 21 identified wetlands were categorized accordingly. As a reminder, buffer widths for wetlands with a low habitat score of 3 to 5 remain unchanged, except for Category 2 estuaries. However, for wetlands with habitat scores of 6 or higher, buffer widths are increasing by 10 to 75 feet.

Wetland Habitat Score	Number of Wetlands	2 Wetlands were not counted: One wetland was filled and mitigated via a wetland bank; and the other a stream buffer was applied.
8-9	1	
6-7	3	
3-5	15	
Total:	19	

The results indicate that 79% (15 out of 19) of the wetlands would retain the same buffer widths, while 21% (4) would have increased buffers. The wetlands requiring larger buffers are also higher-quality wetlands, making the increase appropriate.

Most of the City’s vacant land is concentrated in the downtown area, which is largely paved, and in the uptown area as infill lots. Since these areas are surrounded by existing development, future project wetlands are expected to be Category 3 or 4 with low habitat scores due to their isolation from larger habitat areas. Given these conditions, staff does not anticipate that updates to the critical areas code will significantly impact development activity in the city.

Additionally, the impact of these increased buffer widths will be mitigated by upcoming changes to the city’s subdivision codes. These revisions aim to introduce lot size averaging and greater design flexibility, allowing developments to better accommodate irregular lot configurations, topography, and critical areas.

The analysis shows that the majority of wetlands (79%) will retain their existing buffer widths, while a smaller portion (21%) will see an increase, primarily affecting higher-quality wetlands where greater protection is appropriate. These changes align with best practices for wetland preservation while balancing development needs. Furthermore, the city’s upcoming subdivision code update will help mitigate potential impacts by providing greater flexibility in site design. Overall, the revised buffer standards support environmental conservation while allowing for responsible land use planning.

The table below shows the difference between the City’s existing wetland buffers and the proposed wetland buffers – without association with a habitat corridor.

	2018 City Interpretation Buffer Width in Feet	2025 Proposed Buffer Width in Feet	Difference Buffer Width in Feet
Category I			
Natural Heritage Wetlands			
Bog			
Bog Habitat Score 3-7	190	190	0
Bog Habitat Score 8-9	225	300	75
Interdunal	225	N/A	
Forested Habitat Score 8-9	225	300	75
Forested Habitat Score 6-7	110	150	40
Forested Habitat Score 3-5	75	75	0
Estuarine / Coastal Lagoons >6	150	200	50
Estuarine / Coastal Lagoons 3-5	150	150	0
Habitat Score 8-9	225	300	75
Habitat Score 5-7			0
Habitat Score 6-7	110	150	40
Habitat Score 3-5	75	75	0
Category II			
Estuarine			
Habitat Score 8-9	225	150	-75
Habitat Score 6-7	110	150	40
Habitat Score 5-7			0
Habitat Score 3-5	75	110	35
Category III			
Habitat Score 5-7			
Habitat Score 8-9	225	300	75
Habitat Score 6-7	110	150	40
Habitat Score 3-5	60	60	0
Category IV			
All			
Habitat Score 6-9	40	50	10
Habitat Score 3-5	40	40	0

Fish and Wildlife Habitat Conservation Areas Summary

As noted above, protection of streams is a US public policy regulated under the Clean Water Act. Wildlife habitat is generally protected under the Endangered Species Act and the US Fish and Wildlife Services Ecological Services Program. The Washington State Department of Fish and Wildlife (WDFW) is part of the federal Ecological Services Program. Local governments are required to adopt critical area regulations consistent with the WDFW to protect fish, wildlife, plants and their habitats throughout Washington for future generations.

The draft code designates fish and wildlife habitat as follows:

Wildlife	Streams
Federally designated endangered and threatened species	Type S Streams – Shorelines of the State
State designated endangered, threatened, and sensitive species	Type F Streams – Rivers and associated systems that have fish or the potential to support fish habitat
State Priority Habitats and the Habitats of State Priority Species	Type Np Streams - Perennial non-fish habitat streams (Streams that do not dry up any time during the year)
Habitats and Species of Local Importance	Type Ns Streams – Seasonal, nonfish habitat streams (streams in which surface flow is not present for at least some portion of a year)
Commercial and Recreational Shellfish Areas	<p><i>* The stream classification methodology shown above is different from the current Municipal Code which classifies streams on a numerical scale of Type 1 – Type 5, but have similar definitions. However, the buffer widths are based on the above referenced methodology which causes confusion.</i></p> <p><i>Existing Buffer Widths:</i> <i>For Type S streams – 150 feet;</i> <i>For Type F streams – 100 feet;</i> <i>For Type Np streams – 75 feet; and</i> <i>For Type Ns streams – 50 feet.</i></p>
Naturally Occurring Ponds under 20 Acres	
Waters of the State (lakes, ponds, streams, inland waters, underground waters, and all other surface waters and watercourses)	
State Natural Area Preserves and Natural Resource Conservation Areas	
Land essential for preserving connections between habitat blocks and open spaces	

Stream and wildlife habitat are determined based on a site investigation by a qualified biologist who uses the following resources:

- City's critical area maps contained in the comprehensive plan;
- Washington State DNR hydro-watercourse maps; and

- Washington State Department of Fish and Wildlife Priority Habitats and Species Website and on-line maps.

River and stream buffers are based on site-potential tree height (SPTH) and range in width from 100 feet to 235 feet based on existing vegetation. The maps below show the typical buffer widths, but the actual buffer will be determined by applying the WDFW site potential tree height mapping tool.

Site potential tree height (SPTH) refers to the maximum height that trees can reach at a specific site, given the local environmental conditions such as soil, water availability, climate, and other ecological factors. It is used in forestry and ecological studies to assess the growth potential of a forest or a stand of trees. The SPTH is typically determined by the dominant tree species in an area, as different species have different height potentials. The SPTH for the northwest has been calculated by the Washington Department of Fish and Wildlife.

Similar to wetlands, FWHCA buffer averaging and reduction options are provided in the code to provide some flexibility in site design. A 15-foot building setback is also applied to the outer edge of the buffer.

As the buffers overlay many developed lots, the code includes some provisions for existing properties and nonconforming uses.

Nonconforming Uses in Buffers: Existing nonconforming development is not required to utilize SPTH buffers if routine maintenance, modifications, renovations, or redevelopment of existing structures do not intensify the nonconformity of the existing structure or use or increase impacts on a stream.

Existing Properties in Buffers: If existing properties have a previously approved buffer, the approved buffer will remain in effect.

Buffer and mitigation requirements for wildlife habitat varies based on species and is determined by applying best available science specified in a critical areas report and habitat management plan prepared by a qualified biologist.

Stream Buffer Impact Analysis:

River and stream buffers are based on site-potential tree height (SPTH) and range in width from 100 feet to 235 feet based on existing vegetation. Site potential tree height (SPTH) refers to the maximum height that trees can reach at a specific site, given the local environmental conditions such as soil, water availability, climate, and other ecological factors. It is used in forestry and ecological studies to assess the growth potential of a forest or a stand of trees. The SPTH is typically determined by the dominant tree species in an area, as different species have different height potentials. The SPTH for the northwest has been calculated by the Washington Department of Fish and Wildlife.

To assess the impact of the updated stream buffer methodology, staff compared the existing buffer widths to the Department of Natural Resources (DNR) mapping of Stanwood. While the updated buffers are significantly larger than those in the current code, a comprehensive

evaluation of the city's vacant land supply is needed to determine the extent of the impact. Additionally, it is essential to consider how the code addresses buffer impacts on already developed properties.

Existing Stream Buffers		DNR	
Stream Type	Buffer Width	Vegetation Type	Buffer Width
Type S	150 Feet	Limited Vegetation	105 Feet
Type F	100 Feet	Mix	185 Feet
Type Np	75 Feet	Forested / Relatively Undisturbed	225 Feet
Type Ns	50 Feet		

Overlaying the Site-Specific Tree Height Buffer onto the DNR stream typing maps, alongside the City's existing buffers, provides a more precise assessment of potential impacts. Based on this evaluation, staff has reached the following conclusions:

Douglas Creek

- Within city limits, impacts are minimal as most adjacent properties are already developed or have established native growth protection areas.
- In the Urban Growth Area and unincorporated Snohomish County, larger buffers could limit future development potential. Mitigation measures and flexible lot development standards may help address these constraints.
- Any expansion of the existing places of worship will require a critical areas study and appropriate mitigation.

Church Creek

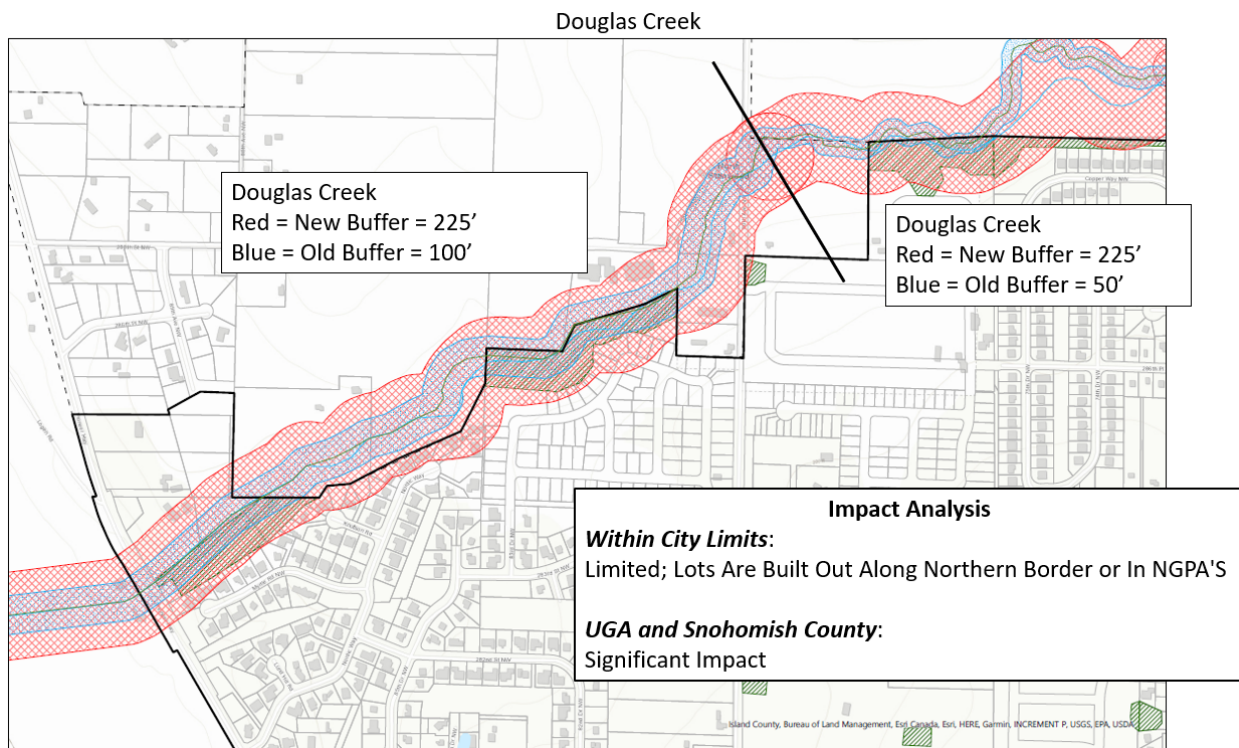
- Similar to Douglas Creek, impacts within city limits are minimal due to existing development and native growth protection areas.
- Larger buffers may affect future development in the Urban Growth Area and unincorporated Snohomish County. Mitigation measures and flexible lot development standards could be applied to manage these impacts.

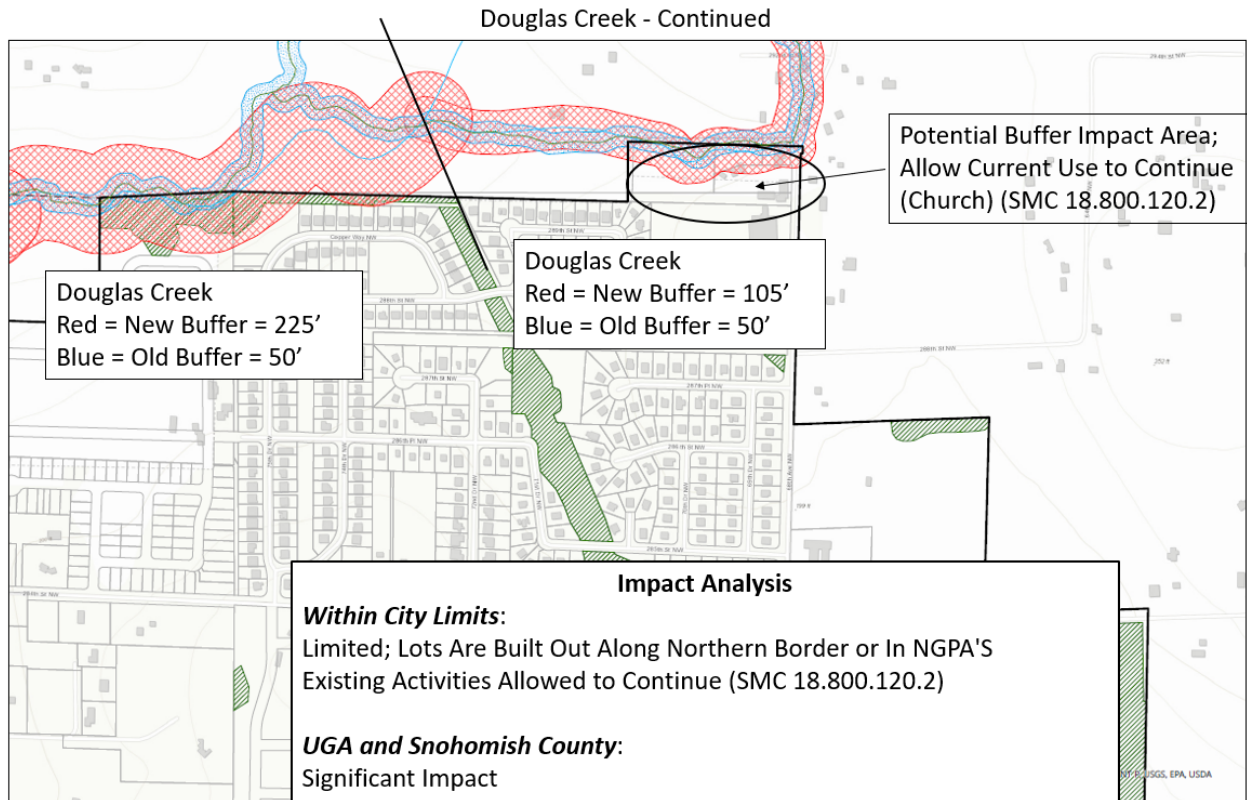
Downtown

- Downtown is likely to be most affected by larger buffers. While much of the area is built out or paved, there are few established Native Growth Protection Areas due to the age of the developments.
- The City's code includes provisions that allow existing uses to continue and recognize disconnected buffers separated by roads or buildings. These provisions may need to be applied downtown.
- Buffer requirements will be determined on a case-by-case basis as permits are submitted.

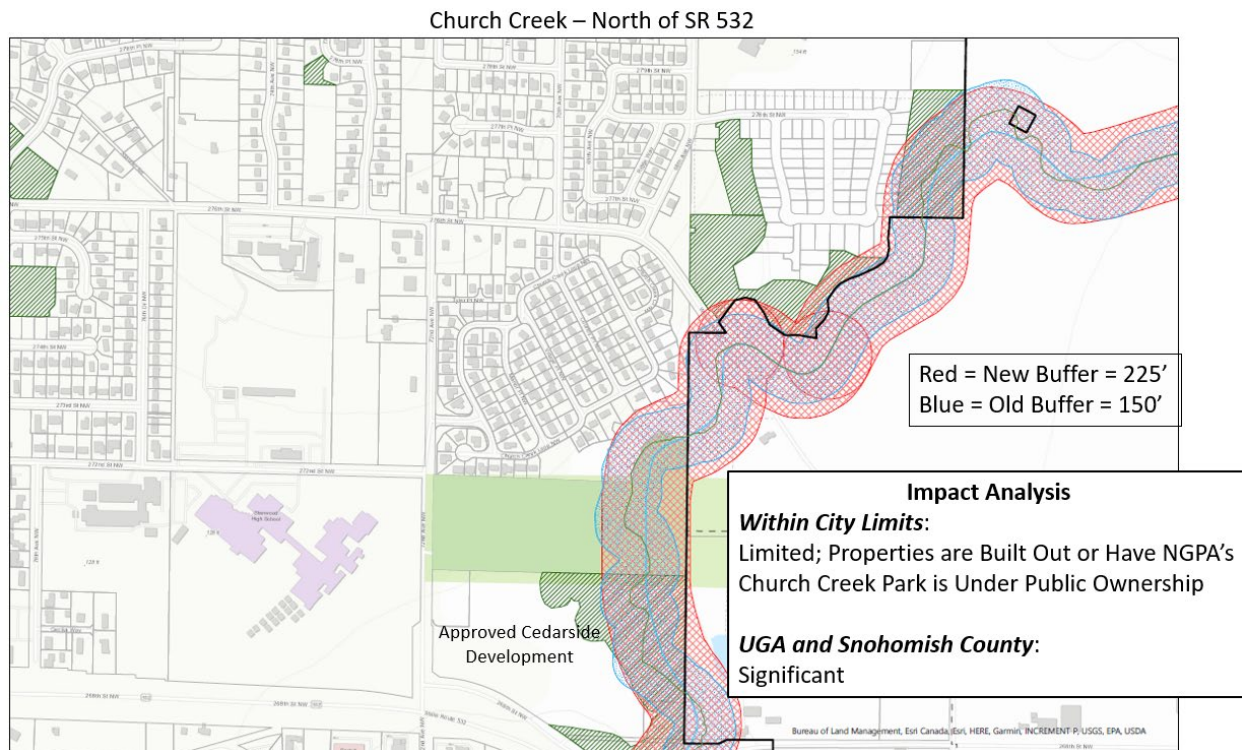
The stream buffer analysis highlights the complexities of balancing environmental protection and development potential within Stanwood and its surrounding areas. Larger buffers could constrain future development, particularly in the Urban Growth Area, unincorporated Snohomish County, and Stanwood's historic downtown. Tools such as mitigation measures, lot development standards, and case-by-case permit evaluations will help the City maintain a balance between ecological preservation and urban development.

Uptown – Douglas Creek:

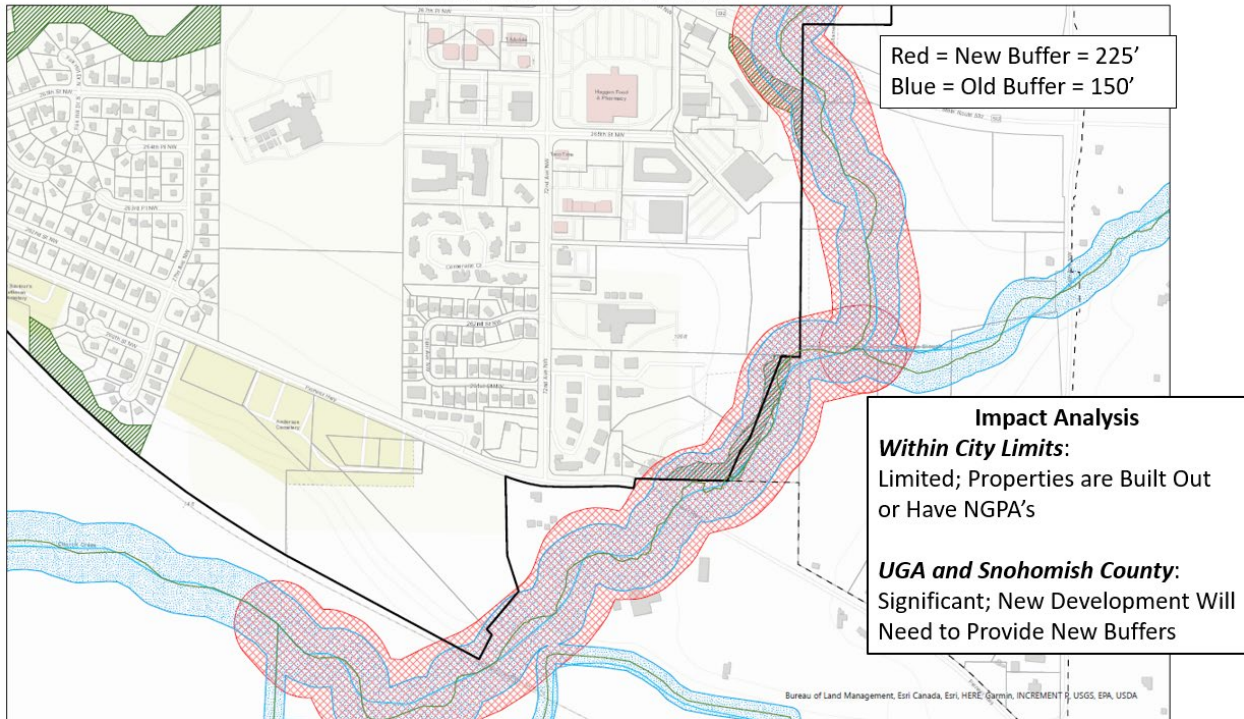




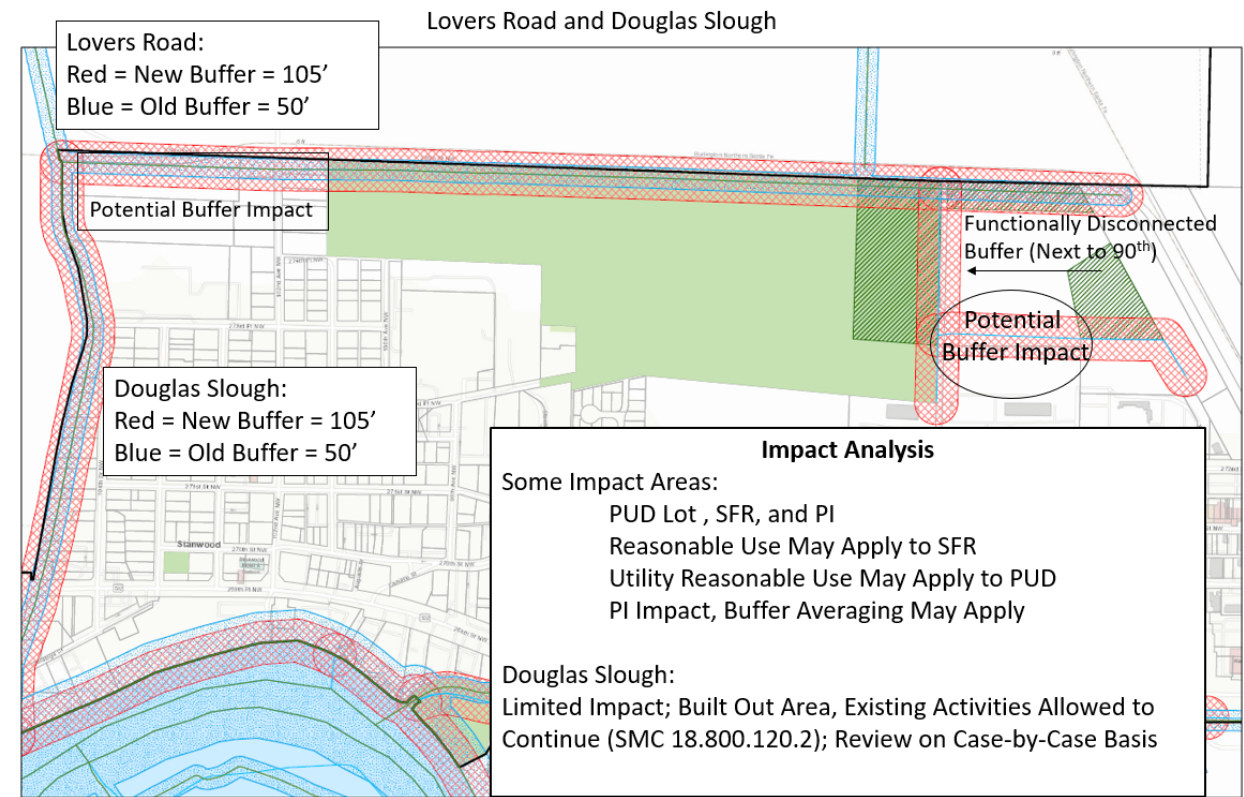
Uptown – Church Creek:



Church Creek – South of SR 532

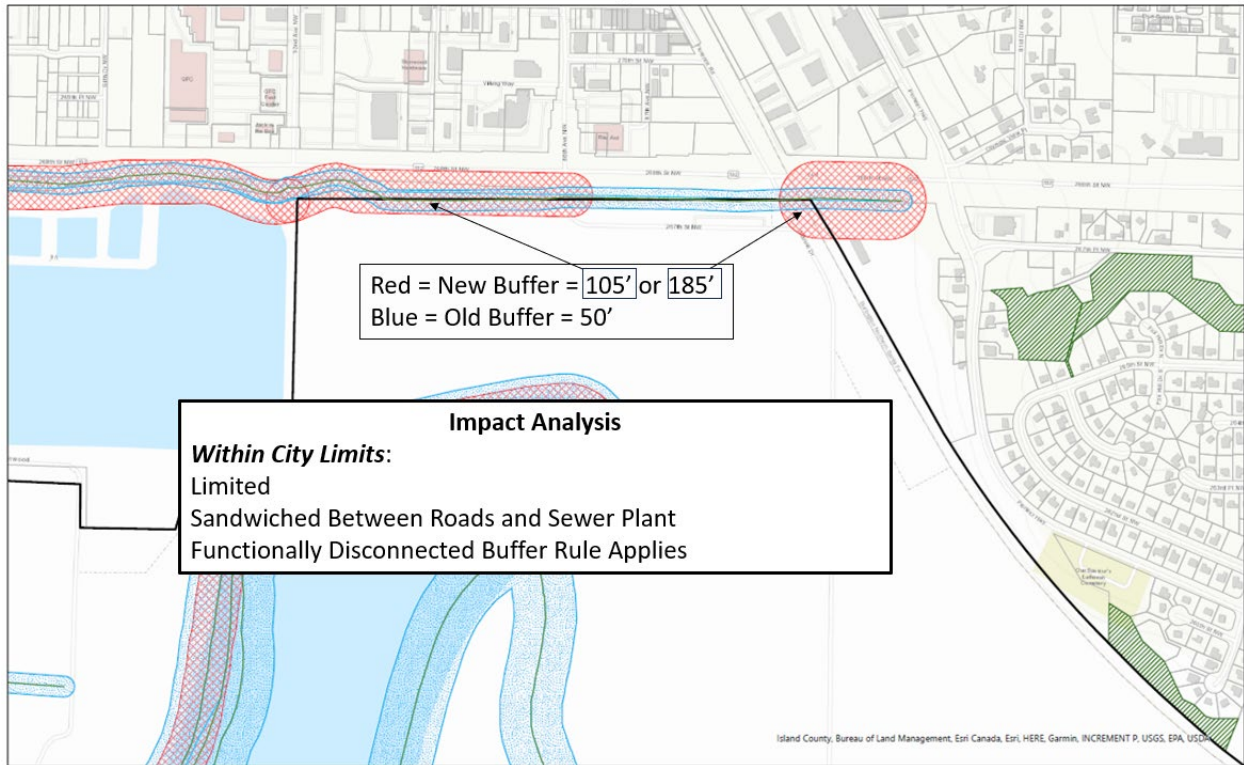


Downtown – Lovers Road and Douglas Slough:

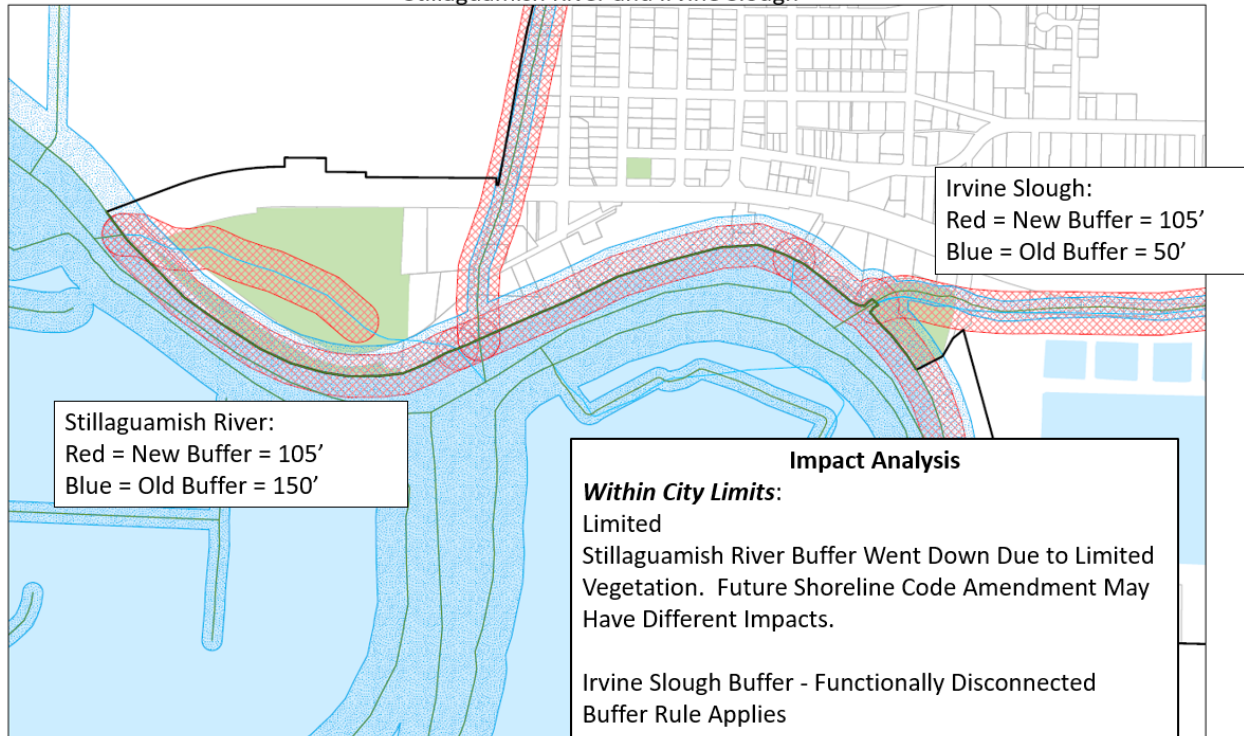


Downtown – Irvine Slough and Stillaguamish River:

Irvine Slough



Stillaguamish River and Irvine Slough

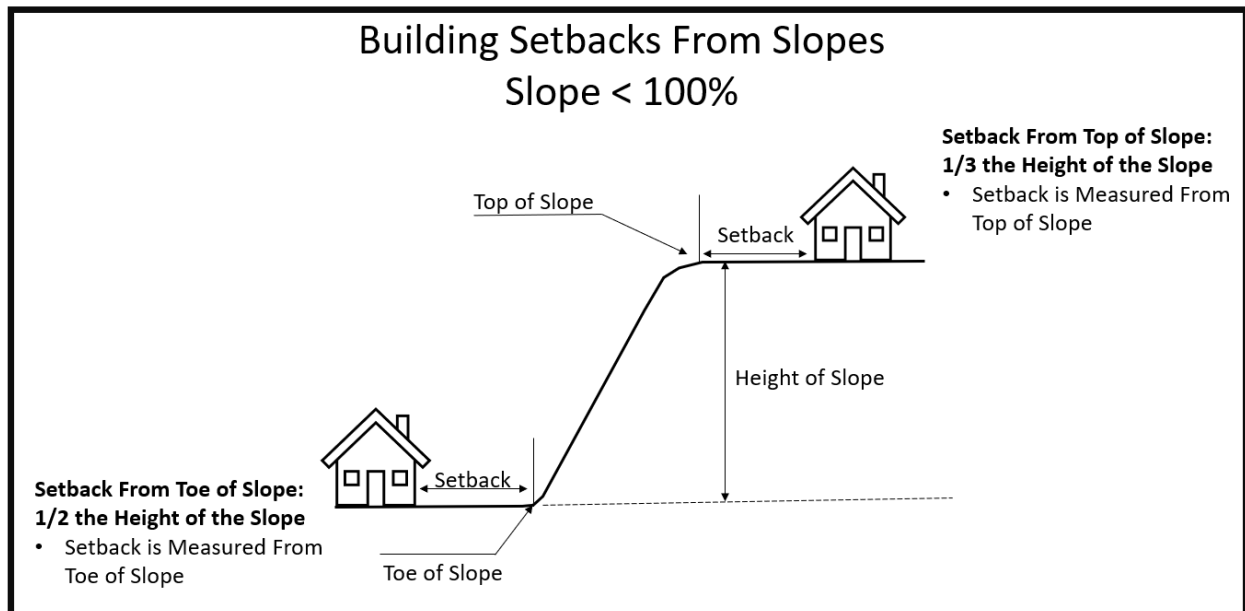


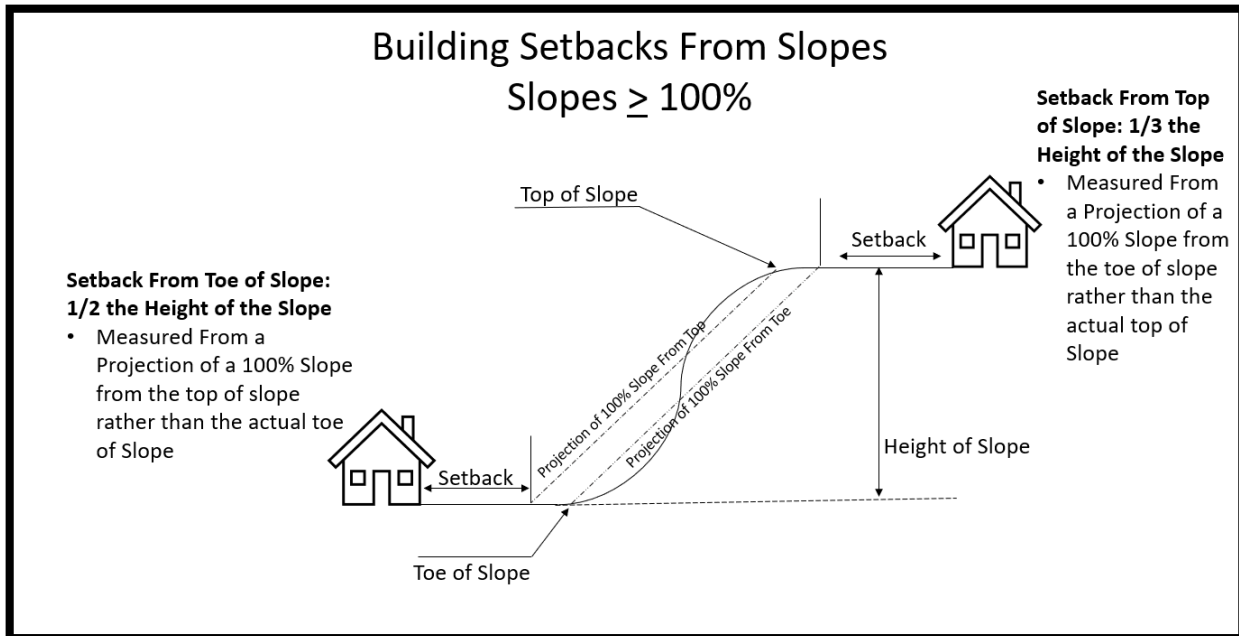
Geologically Hazardous Areas Summary

Geologically hazardous areas include areas that because of their susceptibility to erosion, sliding, earthquake, or other geological events, pose a risk or threat to public health and safety. In Stanwood, the following types of hazards are designated as a geologically hazardous area:

- Erosion hazard;
- Landslide hazard;
- Seismic hazard; and
- Other geological events including tsunamis, volcanic hazards, and differential settlement.

Development in these areas requires the submittal of a geotechnical report and structures must be setback from the top and toe of a steep slope as follows unless otherwise specified in the geotech report.





Other standards for developing in a Geologic Hazardous Area include:

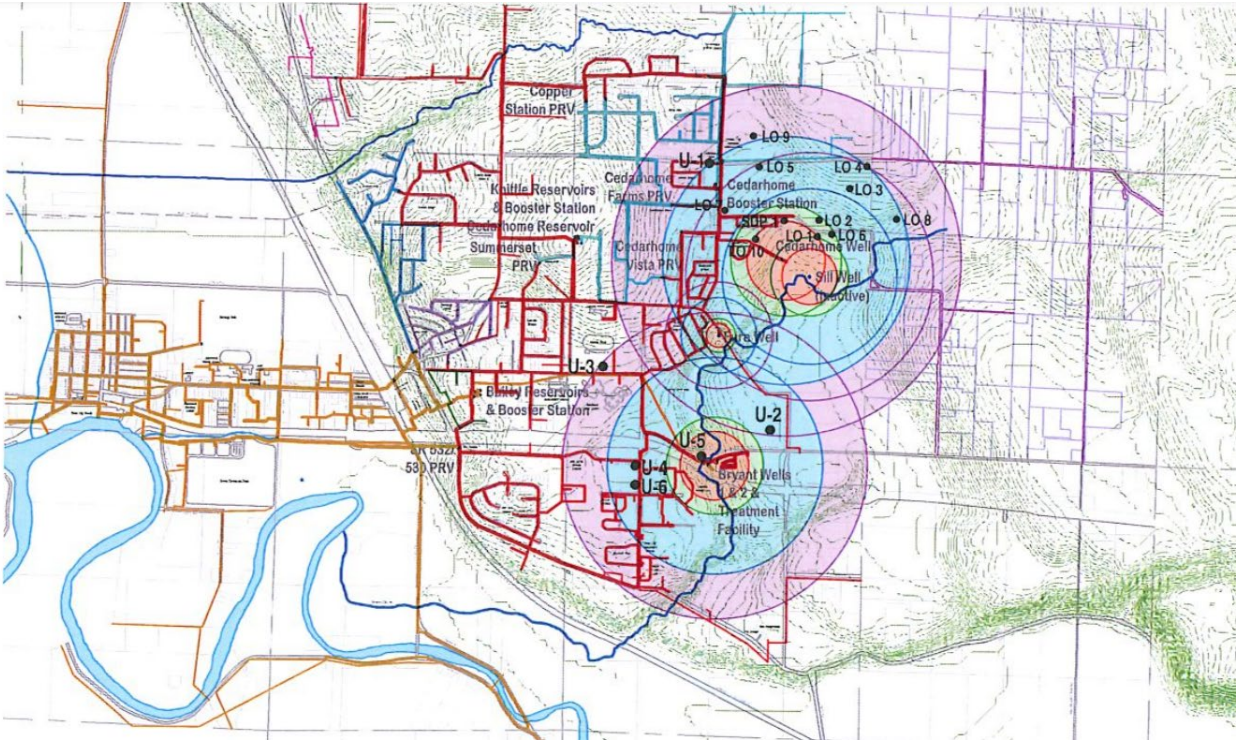
- Maintain vegetation on steep slopes
- Utilities are allowed on steep slopes if above ground and anchored in
- Point discharges are only allowed with energy dissipaters and not directly on a slope
- For subdivisions, landslide hazard and erosion areas must be located in separate tracts
- Tsunami hazard areas require an evacuation plan (none in Stanwood)

Aquifer Recharge Area Summary

An **aquifer recharge area** is a region where water from rain, streams, rivers, or other surface sources infiltrates the ground and replenishes an underground aquifer. Under the Growth Management Act, Cities are required to protect these areas as part of their critical area regulations. In Stanwood, Aquifer Recharge Areas include:

- Wellhead Protection Areas
- Sole Source Aquifers
- Susceptible Groundwater Management Areas per WAC 173-100
- Special Protection Areas per WAC 173-200-090
- Moderately or Highly Vulnerable Aquifer Recharge Areas per the Department of Ecology
- Moderately or Highly Susceptible Aquifer Recharge Areas per the Department of Ecology

Stanwood Wellhead Protection Areas



The following uses are generally prohibited in Aquifer Recharge Areas: landfills, underground injection wells, mining, wood treatment facilities, hard chrome plating operations, chemical lagoons and pits, hazardous material disposal sites, storage/processing/disposal of radioactive substances, new septic systems and other activities that negatively impact ground water sources.

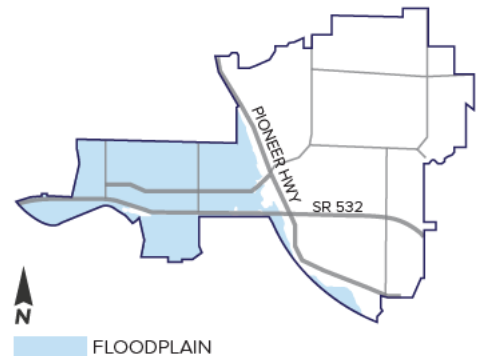
Uses that are allowed in an aquifer resource area may be subject to special regulations referred to as Class I or Class II operations. These include nonresidential uses and operations that present a risk to water resources because of the volume and type of hazardous materials that are used. Restrictions include:

- Potential location restrictions
- Application of current best management practices
- Inclusion of spill and emergency response plan
- An employee training program
- A site closure plan for decommissioning of hazardous materials
- An engineering and operations report detailing how to prevent the release of hazardous materials
- Ongoing maintenance of records and inspection reports

Also included in the code is a halogenated solvent list. This is a list of chemicals that are commonly used in various industrial applications due to their effectiveness in dissolving oils, fats, waxes, and resins, but are hazardous to health and the environment.

Frequently Flooded Areas Summary

The City of Stanwood is impacted by periodic flooding resulting from large storm events combined with high tides. Due to the topographic nature of the City, all of west Stanwood lies in the 100-year floodplain. This area generally includes land to the west of the railroad tracks and a small area west of Pioneer Highway just east of the railroad tracks. A 100-year flood area is defined as those lands that are subject to a one percent or greater chance of flooding in any one year.



The city's floodplain regulations are included as part of its critical area regulations. The draft includes all of the 2020 FEMA (Federal Emergency Management Agency) model ordinance requirements with two small changes: 1) allowing building modifications up to 50% of the buildings valuation every 12 months versus every 24 months and 2) includes increased protections for HVAC systems by requiring new and replacement HVAC systems to be located above the base flood elevation and elevated off the floor to minimize damage from flooding.

In summary, the proposed ordinance includes the following floodplain requirements:

- Readopts the 2020 FIRM maps
- Defines substantial development as work and costs incurred within a 12-month period
- Requires a floodplain permit that raises a building 1-foot above floodplain elevations or floodproofs the building

General building and construction provisions includes:

- Buildings must be anchored to the ground to avoid the potential to float;
- Construction materials need to be resistant to flood damage;
- Water supply systems and other utilities need to be designed to minimize or eliminate infiltration of flood waters;
- Building design standards for residential, non-residential and manufactured homes
- Limitations on storage of recreational vehicles;
- Detached structures used solely for parking or storage don't need to be raised above flood elevation with conditions; and
- Includes variance and appeal provisions.
-

Cultural Resources Summary

Protection of cultural resources is a new section added to the environmental code. Typically, cultural resource protection is implemented through SEPA (State Environmental Policy Act), which results in permit delays if local tribes or the State Department of Archaeology and Historic Preservation asks for an analysis during the comment period or after the SEPA determination has been issued. The Growth Management Act gives local governments the flexibility to expand

their environmental regulations to include protections for cultural resources. By adding cultural resource protection to city codes, it requires an evaluation early in the permit review process and helps avoid costly redesigns or project delays if cultural resources are discovered later in a project.

The draft code is based on Ecology's model language, Pierce County Code, and La Center, WA Municipal Code and includes the following provisions:

- Establishes clear procedures and specific standards for preservation of cultural resources;
- Requires submittal of a cultural resource report when a project is within 500 feet of a known historic site;
- A Cultural Resource Management Plan must be prepared when a Cultural Resource Site Assessment identifies the presence of significant cultural resources;
- The Community Development Director has the authority to require an Inadvertent Discovery Plan if requested by DAHP or local Tribes or if discoveries are found during project construction; and
- Local tribes will be noticed of pending projects as part of the city's standard noticing process.

**Joint City Council / Planning Commission Meeting
Policy Direction Summary**



CITY OF STANWOOD
 JOINT CITY COUNCIL / PLANNING COMMISSION

POLICY DIRECTION SUMMARY
 February 11, 2025

Summary:

To comply with the Growth Management Act, cities must adopt regulations addressing subdivision rules and housing options in alignment with their Comprehensive Plans. Stanwood initiated this process by engaging the community through a series of public meetings:

- Advisory Group – November 20, 2024
- Community Development Committee – January 2, 2025
- Planning Commission – January 13, 2025
- Virtual Public Open House – January 29, 2025
- In-Person Public Open House – January 29, 2025
- Joint City Council / Planning Commission Meeting – February 10, 2025

The following summary outlines key discussion topics and the policy direction that will guide the drafting of Stanwood’s subdivision and housing regulations.

Policy Guidance:

The City has several policy plans that guide future housing decisions, including the Comprehensive Plan, Housing Action Plan, and Strategic Plan. The Comprehensive Plan and Housing Action Plan are long-term planning documents that shape city growth and development over a 20-year horizon, while the Strategic Plan serves as a short-term implementation strategy that helps the Council set annual budget priorities. Together, these plans support diversifying the city's housing stock to provide a range of housing options.

2024-2044 Comprehensive Plan

Goal	Policy
Housing Goal 2 – Housing Variety Update the Stanwood Municipal Code to allow for the development of a range of housing types to ensure a diverse variety of living accommodations for those desiring to live in Stanwood.	HP 2.1: Recognize and plan for the variable housing needs of the entire community when determine development regulations as informed by the Stanwood Housing Action Plan. HP 2.2: Encourage the development of a full range of housing types sizes, and densities to meet the different needs of Stanwood homeowners and renters at all income levels. HP 2.3: Allow for vertical and horizontal mixed-use housing units in additional to live-work housing units where appropriate. HP 2.4: Encourage moderate-density development such as townhouses, duplexes, triplexes, fourplexes, permanent supportive housing, apartments, condominiums, or other

Goal	Policy
	<p><i>housing types</i> to bridge the gap between higher-density residential areas to single family residential areas to promote affordable housing ownership and rental opportunities.</p> <p>HP 2.5: <i>Consider the development of affordable housing incentives</i>, as recommended in the Stanwood Housing Action Plan, for new or redeveloped housing located close to transportation facilities, public services and employment centers.</p> <p>HP 2.6: Encourage and support the development of a variety of housing types that effectively uses the City’s remaining land supply to meet housing needs, including accessory dwelling units, cottages, manufactured homes and similar <i>infill housing types</i>.</p>
<p>Housing Goal 5: Encourage the <i>preservation of open space and minimize environment impacts</i> of new housing developments.</p>	<p>HP 5.5: Allow for <i>density transfer methods, such as clustering and smaller lot sizes</i> when it would result in increased open space and protection of sensitive critical areas.</p>

Housing Action Plan

Goal	Implementing Initiative
<p>Goal B: Promote a wider <i>variety of housing opportunities</i> for homeowners and renters.</p>	<p>Strategy 1: Allow for <i>higher density</i> residential development in proximity to services and transit.</p> <p>Strategy 2: <i>Promote infill</i> development.</p> <p>Strategy 3: Allow for more <i>flexible development</i> of single-family residential housing units.</p>

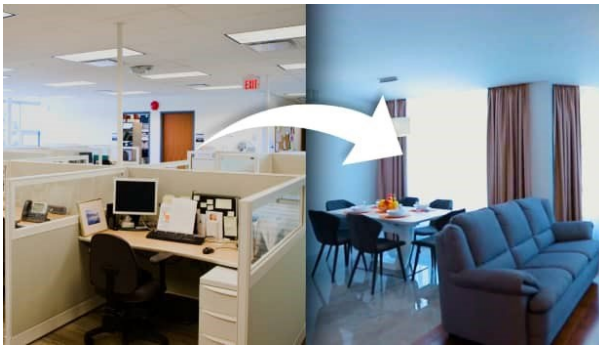
2025-2030 Strategic Plan

Goal	Implementing Initiative
<p>Goal 5, Set clear targets for growth, and implement measures to ensure that growth occurs in a sustainable and controlled manner.</p>	<p>Adopt zoning regulations that allow a variety of housing types in residential zones.</p> <p>Apply growth management strategies to meet population and employment targets.</p>

Housing Units in Existing Buildings

HB 1042 is intended to promote the conversion of existing commercial and mixed-use buildings to multi-family housing. GMA-planning cities must amend their development regulations to remove barriers and promote the conversion no later than six months after their next periodic update. For Stanwood, the deadline is June 30, 2025. If cities do not amend their development regulations, state law will preempt local regulations and the new provisions will apply.

Housing Units in Existing Buildings Commercial Conversion Projects



- 50% density increase above underlying zoning if constructed entirely within the envelope of an existing building;
- No new parking stalls required— maintain existing parking;
- Same permitting process as existing use;
- Same design standards as required for residential uses;
- Cannot require any unchanged portions of the building to be upgraded to current energy code standards; and
- Cannot deny project based on nonconforming status.



14

General Policy Direction: Supportive with Questions

Comments / Concerns:

- What safeguards can the city put in place to preserve the commercial building stock?
- Can the City restrict the small commercial along 271st Street from converting to residential?
- Is the intent of the legislation to only allow conversion of larger office buildings / big box stores to convert to residential?
- What are the impacts to Main Street if commercial buildings / uses convert to residential?
- Can Cedarside convert their commercial building space to residential? Will the development agreement prohibit conversion?
- Does the conversion law apply to schools, churches, storage unit facilities, or other types of uses?

Accessory Dwelling Units

Since HB 1337 became effective in July 2023, state law (RCW 36.70A.680 and 36.70A.681) requires all local governments planning under the Growth Management Act (GMA), regardless of population and including counties (unincorporated urban growth areas) as well as cities, to revise their regulations as needed to conform, within six months after their periodic update due date, with the following requirements:

Accessory Dwelling Units

Infill Housing Option

- 2 Units / Lot
- Not Less Than 1,000 sf
- Cannot Require Street Improvements
- Can be Sold as Condominiums
- No Additional Design Review
- Reduced Parking Requirements
- No More that 50% of Impact Fees Can Be Charged
- New CCR's Cannot Restrict ADU's



Examples of Accessory Dwelling Units (ADUs)

ADUs in blue; main residence in white

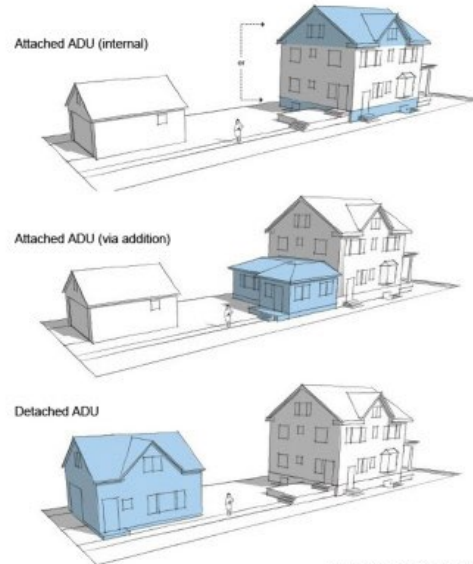


Image credit: City of Saint Paul, MN

With the exception of ADUs accessing from alleys, all setbacks required for the principal lot may be applied. No setback is required for ADUs with alley access.

General Policy Direction: Supportive with Conditions

Comments / Concerns:

- Require compliance with setback and lot coverage requirements.
- Evaluate design review requirements: compatibility with house and/or neighborhood characteristics.
- Prohibit use as a short-term rental; aka "AirB&B".
- Prohibit the use of yurts, RV's, shipping containers, or similar as ADU's.
- Define a maximum allowable size – such as not more than 50% of primary house, but not less than 1,000 square feet.
- Review height limitation in state law against RCW 64.04.140 and 150; can height to limited based on sunshine / solar or privacy needs. How is building height measured?
- Address parking constraints.

- Research who are building ADU's: builders, homeowners, new construction, or additions to existing structures.
- Detached ADU's should have their own separate water meters as they can be sold as fee simple units.
- Review utility and impact fees; the city needs to recover its cost of services.

Missing Middle Housing

In 2023 the State Legislature passed HB 1110 which requires cities and counties to allow middle housing in their residential zoning districts. While Stanwood is not required to meet the density / requirements of that house bill, the city is required to provide missing middle housing options per the Growth Management Act and the Comprehensive Plan. The difference is we have more flexibility, or local control, on how and where missing middle housing is allowed.

"Middle housing" is defined as "buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, fiveplexes, sixplexes, townhouses, stacked flats, courtyard apartments, and cottage housing."

Missing Middle Housing

Housing Types by Zone



Land Use – Proposed Amendments	Residential Zones						Commercial Zones				Industrial	
	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	TN-MU	DMU	NB	GC	PI	GI
Single Family Residential - Detach	P	P	P	P	P	P						
Duplex – 2 Units		P	P	P	P	P	P	P		P		
Townhome - 3-6 Units		P	P	P	P	P	P	P		P	P	
Cottage - SF Detached	P	P	P	P	P	P	P	P		P		
Multi-Family					P	P	P	P		P	P	



Consider How Missing Middle Housing Could Fit Into Traditional Single-Family Zones: Lot Size, Location?

Black = Existing Municipal Code Red = Required Code @changes

General Policy Direction: Supportive

Comments / Concerns:

- Re-evaluate percentage mix of housing types in TN zone.
- Allow mix of housing unit types in SFR zones and consider location restrictions such as:
 - Townhouses on main streets and/or corners: 80th Ave, 64th Ave, 72nd Avenue, 284th Street, 276th Street, 272nd Street
 - Cottages within subdivisions
- Restrict townhouses to 3- or 4-unit buildings in SFR zones to break up mass and scale.

- Support additional cottage housing; evaluate if 1,200 sf size limit should be changed.
- Consider cottage housing as “workforce” housing with potential density bonus and additional open space using cluster techniques.
- Mixed use buildings in industrial parks: are there any examples and how are use conflicts addressed?

Emergency Shelters, Transitional Housing, Emergency Housing & Permanent Supportive Housing

State law now requires cities and counties to provide various supportive housing options. The following must be allowed in the City of Stanwood.

Emergency Housing



Cities Must Allow Emergency Housing In All Zones that Allow Residential Dwelling Units or Hotels

Land Use – Proposed Amendments	Residential Zones						Commercial Zones				Industrial	
	SR 12.4	SR 9.6	SR 7.0	SR 5.0	MR	TN	TN-MU	DMU	NB	GC	PI	GI
Emergency Shelters	P	P	P	P	P	P	P	P		P	P	
Transitional Housing	P	P	P	P	P	P	P	P		P	P	
Emergency Housing	P	P	P	P	P	P	P	€ P		€ P	P	
Permanent Supportive Housing	P	P	P	P	P	P	P	P		P	P	
Hotels							P	P/C		P	P	



Black = Existing Municipal Code Red = Required Code Changes³⁵

General Policy Direction: Concerned

Comments / Concerns:

- Concerned about potential impacts on adjacent properties.
- Are there potential mitigation measures such as fencing or landscaping?
- Consider an emergency / interim ordinance to meet GMA deadline.

Co-Living Housing

Co-housing in another housing type that the state legislature included in their 2024 housing bills. RCW 36.70a.535 mandates that cities planning under the Growth Management Act allow co-housing units as a permitted use on any lots that allows six multifamily residential units or more and in mixed-used zones. For Stanwood, co-housing must be allowed in our Downtown Mixed Use (DMU), Multifamily (MR) and Traditional Neighborhood – Mixed-Use (TN – MU) zones.

Co-Living Housing

2023 / 2024 Legislative Session Bills



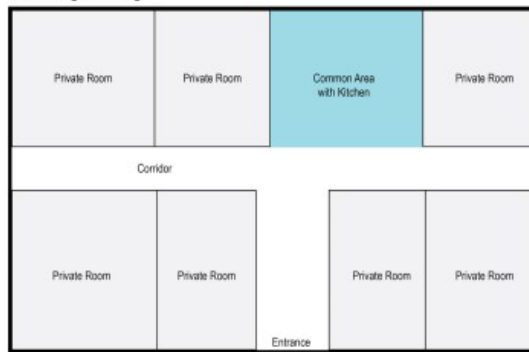
Co-living housing:

- Residential Development
- Independent Living And Sleeping Units
- Rented And Lockable
- Shared Kitchen And Common Area Facilities

Commonly Referred to As:

Congregate Living Facilities, Single Room Occupancy, Rooming House, Boarding House, Lodging House, And Residential Suites

Co-Living Housing



State law mandates that cities planning under the Growth Management Act allow co-housing units as a permitted use on any **lots that allows six multifamily residential units or more and in mixed-used zones**.



General Policy Direction: Concerned

Comments / Concerns:

- Can Co-Housing be prohibited in the uptown TN zone? Makes sense in TN mixed use and MF zones.

Uptown Commercial Infill

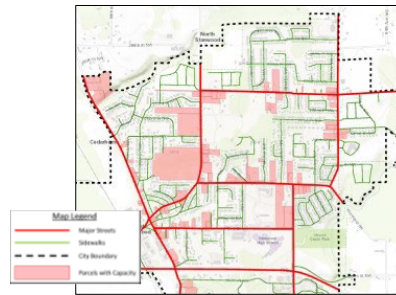
As part of the 2024–2044 Comprehensive Plan, the idea of introducing small-scale commercial uses in the uptown area was explored as a way to integrate businesses into residential neighborhoods. The goal is to provide essential goods and services within walking distance of homes, reducing the need for car trips. This concept reflects a return to early 1900’s neighborhood design, before commercial and residential uses were fully separated, requiring residents to drive for everyday necessities.

Uptown Commercial Infill



Proposal: Allow Small Scale Commercial in Uptown Area

- Option to allow small -scale commercial uses and live -work units in the Uptown Area
- Along Major Streets
- Serve limited convenience shopping and personal service needs of the immediate surrounding neighborhood
- Allows commercial daycares or small family businesses that do not qualify as home occupations



Red = Parcels along major roads in the Uptown area that have development capacity



19

Uptown Commercial Infill



Return of Neighborhood Corner Stores

Potential Uses:

Food & Beverage	Office & Retail	Services
Coffee Shops Small Restaurant / Bakeries	Boutique Retail Shop Small Grocery Store Art Gallery Financial / Insurance Offices	Daycare / Preschool Centers Hair Salons Vet / Dental / Doctor Clinics

Potential Development Standards:

Space Size	Location	Development Standards
Limit Floor Area: ▪ 1,500 – 3,000 sf for Coffee Shop / Café / Boutique Shop ▪ 3,000 - 5,000 sf Office 6,000 sf Daycare Center	Major Road Corner Lot or Minimum ½ Acre Infill Lot	On-Site or On-Street Parking Meet Setbacks Landscaping



22

General Policy Direction: Supportive

Comments / Concerns:

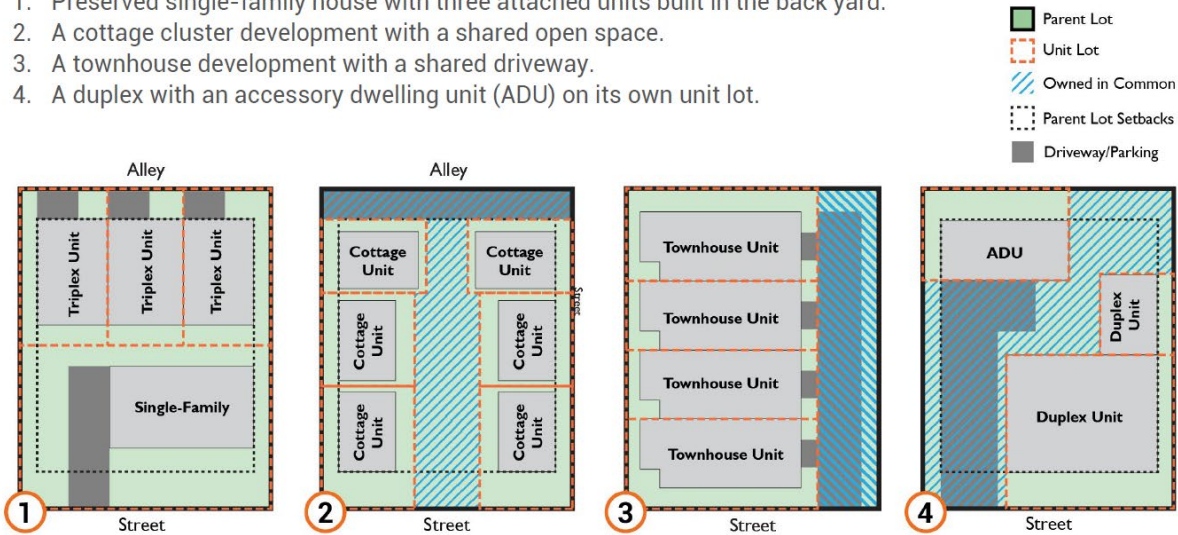
- Carefully consider the uses that would be allowed; how would you feel living next door to a commercial use: odors, noise, trash?
- Only uses that support neighborhoods.
- Not intended to attract new traffic to neighborhoods.
- Keep small scale, “mom/pop” stores, not chain stores.

Unit Lot Subdivisions

In 2023, the legislature adopted Engrossed Second Substitute Senate Bill (ESSSB) 5258 requiring cities include unit lot subdivisions in their short plat regulations. A unit lot subdivision is a type of land division that allows for the creation of individual lots within a larger development, such as townhouses, condominiums, or other multi-unit residential projects.

Unit Lot Subdivision Concepts

1. Preserved single-family house with three attached units built in the back yard.
2. A cottage cluster development with a shared open space.
3. A townhouse development with a shared driveway.
4. A duplex with an accessory dwelling unit (ADU) on its own unit lot.



General Policy Direction: Supportive

Comments / Concerns:

- Address needed easements: access, utilities, parking, landscaping and open space.
- Require compliance with exterior setbacks.
- How is lot coverage addressed?
- Allow administrative unit lot subdivisions without public comments on built projects.

Split Lot Subdivisions

Split lot subdivisions are similar to short plats in that they divide land into two or more residential lots. The difference between the two is that with split lot subdivisions, many of the infrastructure improvements can be deferred until lot development.

- Small – Infill – Subdivisions with Existing Infrastructure
- Typically, 1 or 2 lots with no new roads or frontage improvements required.
- Driveways or utilities installed with building.
- Jurisdiction has authority to limit the number and / or to delay infrastructure improvements such as utility connections with building permits.



General Policy Direction: Supportive

Comments / Concerns:

- Allow 1 lot to be split into 2; more than 2 will require a short plat.
- Require street front improvements and utilities with building permit.
- Address how the “existing” lot frontage improvements will be installed – prior to final plat?
- Require any potential access and utility easements with final plat.
- If a private road is proposed, then require a short plat.
- Address standards for ADU’s versus new lots meeting underlying zoning standards.

Lot Size Averaging

Lot size averaging provisions align lot flexibility with existing density goals to foster efficient land use, protects natural resources, and creates communities that reflect both local character and planning vision.

Lot Size Averaging

Lot Design Flexibility

Allows for a mix of smaller and larger lots within a subdivision.

Average lot size meets the underlying density requirements.



Lot Averaging Examples and Uses



41

General Policy Direction: Supportive

Comments / Concerns:

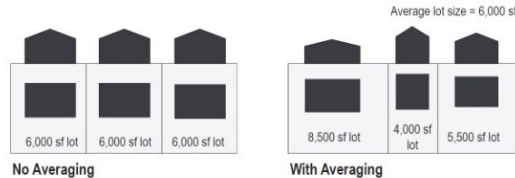
- Provide examples of existing projects.
- No increase in density; only lot design flexibility.

Lot Size Averaging

Lot Design Flexibility



What is Lot Averaging?



Lot averaging allows land division resulting in lots that are smaller than the minimum size requirements, but the average remains equal to or above the minimum.

Benefits to Lot Size Averaging:

- Accommodate Road Design
- Limit Irregular Lot Shapes
- Address Topography Constraints
- Reduce The Monotony Of Rows Of Houses



42

General Policy Direction: Supportive of Lot Width Variations

Comments / Concerns:

- Provide examples of existing projects.
- No increase in density; only lot design flexibility.

Cluster Housing and On-Site Density Transfers

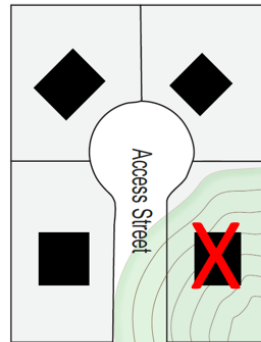
Transfers density rights within the same development to concentrate housing in specific areas while preserving open spaces or critical areas while maintaining existing density levels.

Cluster or On-Site Density Transfer

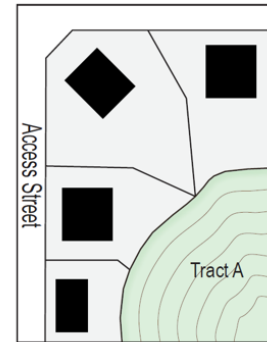
Lot Design Flexibility

Groups homes on smaller lots to create larger shared open spaces or preserve natural features.

Shift density from critical areas to upland areas, creating clustered housing or other development forms.



Traditional subdivision design ignores natural features.



Clustering and lot flexibility used to avoid and preserve natural features.

■ Building footprints

■ Natural area

No scale

BHC Consultants



43

General Policy Direction: Mixed
Planning Commission Supportive
City Council Not Supportive

Comments / Concerns:

- Creates a perceived increase in density.
- No benefit to community.
- Consider if additional community benefits are provided: open space, park space, trails – above what is required by code.
- Provide examples.

Model Home Development Option

Developers in Stanwood have requested that the City adopt a model home ordinance which It has been requested that the City adopt an ordinance that would allow 4 to 6 homes be built prior to final plat approval. A model home ordinance would allow the developer to build a few houses at the same time as roads and utilities are being installed, giving the developer the opportunity to open a model home, or sell a house as soon as final plat approval is granted.

General Policy Direction: Supportive

Comments / Concerns:

- Limit to 4 units.

Other Issues Reviewed by Planning Commission

General Policy Direction: Supportive

Comments / Concerns:

- Consider in-lieu fees for park space (in addition to park impact fees)
- Support lot dimension flexibility to create interesting subdivision design – break up rows of similar housing and lots.
- Support use of PRD regulations for new base standard.
- Define what qualifies as open space versus park space; update park improvements options.
- Address grading / elevation changes and impacts on adjacent properties during the subdivision process.
- Evaluate how to address quality materials comment – cheap materials which causes future homeowners to pay cost of replacements sooner than expected.

Outreach Comments

Community Development Committee Comments – January 2, 2025:

Commercial Conversions: Council members would like more information on types of commercial buildings that could be converted to residential such as schools, churches, and storage containers. They would also like to see a clearer definition of the term “accessory”.

Accessory Dwelling Units (ADU's): Consider adding a maximum limit on the sizes of ADU's. There are concerns that parking would become an issue. With a maximum height of 25 feet, ADU's could potentially block sunlight from neighbors. Consider restricting types of structures that will be allowed to be used as an ADU. Also consider restricting ADU's for short-term rentals.

Council members are supportive missing middle housing types such as cottages, townhomes and duplexes, unit lot subdivisions, lot size averaging, and cluster/onsite density transfers. Members would like to see more examples of lot size averaging and cluster/onsite density transfers.

Split Lot Subdivisions: The CDC is supportive of this only in areas that won't require new roads or road improvements. Limit how this would be allowed, such as for infill only.

Model Home Ordinance: Council members are supportive of allowing a Model Home Ordinance of up to 4 model homes.

Development Code Amendments: The CDC is supportive of using the PRD standards as the new base standard. Council members are supportive of a width to depth ratio as a standard but would first like to learn more about it.

Planning Commission Comments – January 13, 2025:

- On the ADU Infill Housing Option, how will the readjusted lots comply with setbacks in the code? This is something that will have to be looked into. It might be a situation where the master lot meets zoning standards and the ADU's will be “condominium-ized”.
- Will new ADU's be subject to impact fees such as traffic and parks? State law says impact fees for new ADUs can't be any more than 50% of the residential impact fees. This law is already implemented in Stanwood's fee resolution. There will need to be a proportion to the impact.
- Will ADU's be separately metered from the master lot? Staff is currently working on this subject in SMC Title 12 Utility. The current thought is an attached ADU would run off the master meter. A detached ADU will likely need a separate meter.
- Can an ADU be built and rented as a VRBO or Airbnb? There can be restrictions added to what type of use will be allowed.

- The lot ratio suggestion would seem to break up monotony in a subdivision.
- If a property owner wanted to “condominium-ize”, the lot ratio might not work. Ratios will work better in the Single-Family zones.

Public Comments

- Russell Joe commented that ADUs can be a way to increase infill housing. The ability to have flexibility in housing is an important tool.

Public Open House – Virtual and In Person – January 29, 2025:

Everyone attending the virtual and in-person open house were generally favorable and supportive of allowing ADU’s and middle housing in Stanwood. There was also support (and some excitement) of the small-scale commercial infill within the uptown area.

While there was support more affordable housing, there were some reservations and / or some questions that need to be addressed:

- How do lot sizes relate to housing types?
- Why is recycling not required for multi-family developments?
- Why is cottage housing limited by size?
- Concerns about the feasibility of ADU’s and middle housing due to lack of bank support for financing
- Concerns about school district overcrowding
- Concerns about if additional police officers are needed with housing growth
- Concerns about city “flip-flopping”, explained that the City listens to constituents and makes changes base on feedback
 - This comment was specifically regarding TN zoning
- Should the City consider allowing mobile home parks?

Bills to Watch

2025 Bills Currently Being Considered in the State Legislature:

The following housing bills are being considered by the Washington State Legislature.

Lot Splitting Bill: HB 1096 and SB 5559	Mandate lot splitting for up to 1 additional lot, require administrative review and concurrent review with residential permit.
Childcare Bill: HB 1212	Cities must allow commercial day care centers in all zones except industrial.
Housing Accountability Act: SB 5148 and HB 1235	Requires Commerce to approval housing elements of Comprehensive Plans and all housing regulations.
Neighborhood Café: HB 1175	Must allow stores and cafés in residential zones; must provide food if alcoholic drinks are offered; and cities may regulate parking, hours of operation and square footage if over 500 sf.
Parking Regulations: SB 5184	Restrict local government's ability to require parking for certain types of housing and uses.
Design Review: HB1160	Makes design review an administrative process and limits the number of reviews.
Home on Wheels: HB 1443 and SB 5332	Must allow use of RV's and other vehicles on wheels as homes / residences; one per lot is allowed; must allow connection to power and utilities.
Building Code: HB 1183	Defines how building setbacks are measured and limits the ability to require additional parking on building conversions.
Automatic Permit Approval: HB 1438	A local government that misses the deadline for issuing a final decision on a project permit application must approve the project and issue building permits the next business day after the expiration of the deadline under certain conditions.
STEP Housing Approval: SB 5497	Requires a city or county to use an administrative process for reviewing and approving a project permit application for indoor emergency shelters, transitional housing, indoor emergency housing, or permanent supportive housing (STEP housing).

<p>Mixed-Use and Mass Timber: SB 5555</p>	<p>Requires planning cities to allow the addition of housing units in ground floor commercial or retail in a station area that is not designated as a major pedestrian corridor. Stipulates that planning cities may not designate more than 10 percent of its area zoned as mixed-use or commercial as a major pedestrian corridor.</p> <p>Requires planning cities to allow an expedited ability for a development to deviate from any street level use standards based on a showing that the requirement would result in the creation of fewer housing units in the development.</p> <p>Requires cities to adopt zoning regulations that allow for greater building height and increased density in all commercial and mixed-use zones for developments built with all mass timber products.</p>
---	---

**Storefront Improvement Program:
MQ Gadgets, Gifts, and Goodies**



**CITY OF STANWOOD
COMMUNITY DEVELOPMENT COMMITTEE
AGENDA STAFF REPORT**

Storefront Improvement Program

BACKGROUND

City of Stanwood has a rich history, with many historic and unique buildings, housing locally owned businesses in the downtown commercial retail area. In 2023, City Council approved the Storefront Improvement Program. The Storefront Improvement Program is intended to both preserve and enhance the character and charm of downtown Stanwood, while also encouraging investment in downtown through physical and visual improvements to storefront buildings.

The Storefront Improvement Program incentivizes businesses and property owners to make improvements to the appearance of their buildings by offering up to \$20,000 in matching grant funds for qualifying projects. Storefront improvements that are eligible for reimbursement include but are not limited to, exterior paint, roofs and awnings, doors and windows, streetscapes and signage.

In 2023, the city received ten Storefront Improvement Program inquiries which resulted in five applications being submitted and approved by City Council, totaling \$52,971 in project funds. In 2024, City Council approved three (3) Storefront Improvement Program applications totaling \$78,396 total grant dollars spent between 2023-2024. **The city has entered the 2025-2026 budget cycle and has \$50,000 in available Storefront Improvement Program grant funds this year.**

ANALYSIS

MQ Gadgets, Gifts and Goodies Storefront Improvement Program Application

On February 10, staff held a pre-application meeting with Tami Schorno of MQ Gadgets, Gifts and Goodies, formerly known as the Picnic Pantry, and staff are in support of Tami's vision for improvements. On March 21, Tami presented her application to the Economic Development Board and the Board is in favor of her application going to CDC and Council for formal approval.

Below are the application details and proposed improvements:

Applicant Information			
Applicant:	Tamara L. Schorno, MQ Gadgets, Gifts and Goodies		
Business or Property Owner:			
Business Address:	8704 271 st Street NW, 8706 271 st Street NW (2 units)		
Improvement Types:	Signage, Paint, Doors, Lighting		
Project Description:	<ul style="list-style-type: none"> • Update signage—window decals on windows and doors, visitor information sign, roof (resurface current); update small hanging sign (two-sided). • Paint all trim and doors. • Paint porches with non-slip safety paint and adhere reflective safety strips. • Add three new planters, two new benches, address numbers, accent lighting, sidewalk sign and wreaths for doors. 		
Estimated Total Project Cost:	\$6,126.72	Requested Grant Amount:	\$3,063.36

Existing Conditions:



Proposed Improvements (Renderings and Samples):

Window Decals



Roof Signage

Resurface Existing Sign



Additional Exterior Signage



Planters

Sapcrete
17 in. Large Light Stone Gray Concrete Round planter / Pot with drainage holes
 ★★★★★ (48) Questions & Answers (8)



\$108⁰⁶

Share Print
 Have a question?
 Chat Now with a
 Home Depot expert.

Search for anything

Sign In

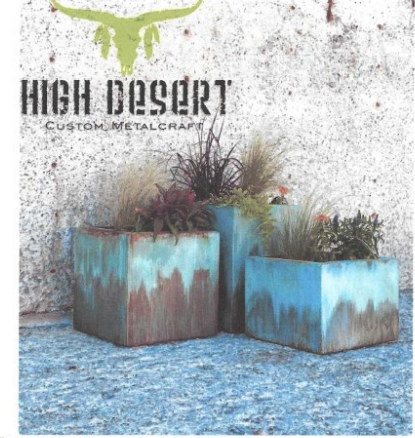
Home

Cart

Back to search results



*Quantity Three
 Have friend who could reproduce for
 less Cost - Example Only*



Report this item to Etsy

In 8 carts

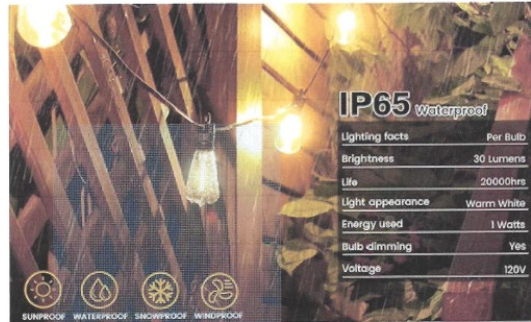
\$250.00+

Turquoise Outdoor Planter - Modern Metal Planter - Large with Drainage - Patio/Deck Decor - Garden Box Set



Benches



Outdoor Lighting



Outdoor String Lights, 240FT LED Patio Lights with 12 ST38 Vintage Edison Shatterproof Bulbs, Waterproof Connectable Dimmable Hanging Lights for Outside Backyard Bistro Porch(120FTx2)

<p>Addressing</p> 	<p>Safety Adhesive Strips <small>Effective Tread</small></p> 
---	--

RECOMMENDATIONS

Staff recommend the Storefront Improvement Program application for MQ Gadgets, Gifts and Goodies be presented to City Council for formal approval. If approved, \$3,063.36 in grant funding will be awarded resulting with \$46,937 remaining available in 2025.

Project Information	
Improvement Type (select all that apply):	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Paint <input checked="" type="checkbox"/> Streetscapes <input type="checkbox"/> Awnings <input checked="" type="checkbox"/> Doors and Windows Paint <input checked="" type="checkbox"/> Creative and Imaginative Exterior Elements
Brief Project Description (Please describe the scope of the proposed improvements, including descriptions of the building's current conditions):	<p>> Update signage - Window decals on windows + doors; visitor information; Roof (resurface current); Small hanging sign (two-sided)</p> <p>> Paint all trim, doors</p> <p>> Paint porches w/ non-slip paint and adhere reflective safety strips</p> <p>> Powerwash Roof and sidewalks</p> <p>> Add new planters (3); benches (2); Address numbers; accent lighting; sidewalk sign and wreath for doors</p>
Estimated Total Project Cost:	\$6,126.72
Requested Grant Amount:	(Not to exceed \$20,000, 1:1 match. For example, a \$2,000 project can receive up to a \$1,000 grant award. A \$50,000 project can receive up to a \$20,000 grant award)
	50% \$3063.36

Project Budget	
Project Element:	Total \$ Costs:
Example: Quote for new pedestrian signage	
(A) Storefront Signage - Entrance signs, Window decals, Roof sign	\$1,000.00
(B) Paint - 2 doors/windows/trim	
(B) Exterior Entrance (2) Porch Surface	1803.45
Units 8704 + 8706	
(C) Planters, benches + non-skid strips; Lighting - Single Row along soffit + miscellaneous - see Exhibit C Below	2,323.27
Project Total Amount: \$ 6,126.72	

Project Timeline	
Project Phase:	Anticipated Dates:
Construction Start	As soon as approved
Construction Complete	August 2025

Source(s) of Matching Funds		
Source of Match (Cash, Loan, In-Kind)	Description of Work/Source of Funds:	Total \$ Amount:
<i>Example: In-kind</i>	<i>Example: In-kind donation of paint supplies</i>	<i>Example: Estimated \$500</i>
Cash / Credit Cards	Checking / Credit Cards	3,063.36

Matching Funds Total Amount: \$ _____

ESTIMATE

Aurora Painting LLC
801 N Kentucky Ave
East Wenatchee, WA 98802-6062

aurorapaintingprnw@gmail.com
+1 (425) 879-6441



Tami Schorno

Bill to
8706 271st St NW
Stanwood
WA
98292

Ship to
8706 271st St NW
Stanwood
WA
98292

Estimate details

Estimate no.: 1236
Estimate date: 03/27/2025

#	Product/service	Description	Hours	Rate	Amount
1.	Exterior Painting	Cover and protect surfaces. Repair/fill minor damages including nicks/dings, cracks and pinholes as needed. Prime as needed. Two coats of paint on designated surfaces (Window trim around store front, both front doors, soffit/trim, two benches and concrete entry step.)	1	\$1,650.00	\$1,650.00

Subtotal \$1,650.00

Sales tax \$153.45

Total \$1,803.45

Note to customer

All paint and materials included in price.
Payment Terms: 1/3 down upon starting project. Remainder due at completion.

Accepted date

Accepted by